

# **Request for Sealed Proposal (RFP):**

## **Food Service Management Company (FSMC) Fixed Price per Meal Contract in the School Nutrition Programs**

### **RFP issued by:**

**DuPage County School District #45 & Salt Creek School District #48  
255 W. Vermont St.  
Villa Park, IL 60181**

**Jeff Eagan  
Assistant Superintendent for Finance/CSBO  
630-516-7700  
jeagan@d45.org**

**RFP Release Date: March 13, 2025**

### **RFP Submission:**

**Completed proposals must be submitted no later than: April 28, 2025 by 10:00 a.m. CST.**

**Completed proposals must be submitted to:**

**School District 45, DuPage County  
Attn: Jeff Eagan, Asst. Superintendent for Finance  
255 W. Vermont St.  
Villa Park, IL 60181**

**Proposals must be sealed and clearly marked “RFP - Food Service Management Company”.  
No emailed or faxed submissions will be accepted.**

### **ISBE Legal Disclaimer**

ISBE does not review or judge the fairness, advisability, or efficiency of fiscal implications of the contract. ISBE is not a party to any contractual relationship between the SFA and Selected FSMC. ISBE is not obligated, liable or responsible for any action or inaction taken by the SFA or Selected FSMC based on this template contract and subsequent changes and/or amendments to this RFP or subsequent Awarded Contract.

**Read SOLICITATION carefully!**

This institution is an equal opportunity provider.

## **STATEMENT OF NO PROPOSAL**

If your company does not intend to submit a proposal, we request that the following STATEMENT OF NO PROPOSAL be completed and submitted to us in order to assist us in maintaining documentation and in order to provide us with helpful information related to future bid processes. All Companies are highly encouraged to submit proposals whenever possible.

If returning a STATEMENT OF NO PROPOSAL, please email or mail it to the contact person listed within the solicitation.

Date: \_\_\_\_\_

We, the undersigned, have declined to submit a proposal on School District 45's solicitation for a FSMC/Vended Meals Contract for the following reasons:

<input type="checkbox"/>	We do not offer this service	
<input type="checkbox"/>	We are unable to meet all of the specifications. (please describe)	
<input type="checkbox"/>	We are unable to meet procurement requirements (please describe)	
<input type="checkbox"/>	We are unable to provide service to your location/area. (please describe)	
<input type="checkbox"/>	Solicitation was too restrictive (please describe)	
<input type="checkbox"/>	Other	

Please provide any suggestions on how the SFA can improve its procurement process in order to encourage more companies, similar to your company, to respond to future solicitations.

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Company Name		Prepared by	
Phone #		Email	
Signature			

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## Definitions

For purposes of this RFP, the following definitions, which are consistent with the federal Child Nutrition Programs' regulations, apply:

**[2 CFR Part 200](#)** means the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards published by OMB. The part reference covers applicable: Acronyms and Definitions (subpart A), General Provisions (subpart B), Post Federal Award Requirements (subpart D), Cost Principles (subpart E), and Audit Requirements (subpart F). (NOTE: Pre-Federal Award Requirements and Contents of Federal Awards (subpart C) does not apply to the National School Lunch Program).

**Afterschool care program** means a program providing organized childcare services to enrolled school-age children afterschool hours for the purpose of care and supervision of children. Those programs shall be distinct from any extracurricular programs organized primarily for scholastic, cultural or athletic purposes.

**Afterschool Snack Program (ASSP)** is a component of the National School Lunch Program and is a federally assisted snack service that fills the afternoon hunger gap for school children. The snack service is administered at the Federal level by USDA's Food and Nutrition Service. At the state level, it is administered by state agencies, which operate the snack service through agreements with local school food authorities (SFAs). SFAs are ultimately responsible for the administration of the snack service.

**A la Carte** means any food or beverage sold by the school foodservice that is not part of a reimbursable meal.

**Applicable credits** shall have the meaning established in [2 CFR 200.406](#), applicable credits.

**Awarded contract** is the agreement between the SFA and Selected FSMC that submitted a winning proposal in response to the SFA's RFP. The Awarded Contract consists of the terms and conditions described in this RFP and pursuant to which the Selected FSMC shall provide the SFA with the Services outlined in the RFP.

**Best and Final Offer (BAFO)** is a process requested from one proposer or short-listed proposers from their best price(s) for a specific solicitation prior to determining contract award.

**Breakfast** means a meal which meets the meal requirements set out in [7 CFR 220.8](#), and which is served to a child in the morning hours. The meal shall be served at or close to the beginning of the child's day at school.

**Child and Adult Care Food Program (CACFP)** is a federal program that provides reimbursements for nutritious meals and snacks to eligible children and adults who are enrolled for care at participating childcare centers, day care homes, and adult day care centers. CACFP also provides reimbursements for meals served to children and youth participating in afterschool care programs, children residing in emergency shelters, and adults over the age of 60 or living with a disability and enrolled in day care facilities as outlined in [7 CFR 226](#).

**Child means:** (a) a student of high school grade or under as determined by the State educational agency, who is enrolled in an educational unit of high school grade or under as described in paragraphs (a) and (b) of the definition of "School," including students who are mentally or physically disabled as defined by the State and who are participating in a school program established for the mentally or physically disabled; or (b) a person under 21 chronological years of age who is enrolled in an institution or center as described in paragraph (c) of the definition of "School;" or (c) For purposes of reimbursement for meal supplements served in afterschool care programs, an individual enrolled in an afterschool care program operated by an eligible school who is 12 years of age or under, or in the case of children of migrant workers and children with disabilities, not more than 15 years of age.

**Child Nutrition Programs (CNP)** are federally funded programs to ensure that children have access to nutrition meals and snacks in schools, summer programs, childcare centers and homes, and afterschool programs in accordance with [7 CFR 210-249](#).

**Commodity School Program/ Food Distribution Program (FDP)** means the Program under which participating schools operate a nonprofit lunch program in accordance with this part and receive donated food assistance in lieu of general cash assistance. Schools participating in the Commodity School Program shall also receive special cash and donated food assistance in accordance with [7 CFR 210.4\(c\)](#).

**Community Eligibility Provision (CEP)** is a non-pricing meal service option for schools and school districts in low-income areas. CEP allows the nation's highest poverty schools and districts to serve breakfast and lunch at no cost to all enrolled students without collecting household applications. Instead, schools that adopt CEP are reimbursed using a formula based on the percentage of students categorically eligible for free meals based on their participation in other specific means-tested programs, such as the Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF).

**Contractor** means a commercial enterprise, public or nonprofit private organization, or individual that enters into a contract with the School Food Authority (SFA). The term Contractor shall be used interchangeably with Selected FSMC, as defined below.

**Fixed meal price contract** means a firm-fixed-price per meal that provides for payment of a fixed meal price that is not subject to any adjustment on the basis of a FSMC's cost experience in performing the contract.

**Fixed meal price** means an agreed upon amount that is fixed at the start of the contract.

**Food Service Management Company (FSMC)** means a commercial enterprise or a nonprofit organization which is or may be contracted with by the school food authority to manage any aspect of the school food service.

**Food Service Management Company- Vended Meals (FSMC) contract** means a commercial enterprise or a nonprofit organization which is or may be contracted with by the school food authority to manage any aspect of the school food service but prepares the meals in a facility not associated with the SFA and delivers the meals to the SFA site(s).

**Free Lunch** means a lunch served under the Program to a child from a household eligible for such benefits under [7 CFR 245](#) and for which neither the child nor any member of the household pays or is required to work.

**Fresh Fruit and Vegetable Program (FFVP)** is a grant, that must be applied for, to increase fresh fruit and fresh vegetable consumption during the school day in elementary schools that participate in the National School Lunch Program (NSLP). Priority is given to elementary schools based on free and reduced eligibility.

**Local Educational Agency (LEA)** means a public board of education or other public or private nonprofit authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public or private nonprofit elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties that is recognized in a State as an administrative agency for its public or private nonprofit elementary schools or secondary schools. The term also includes any other public or private nonprofit institution or agency having administrative control and direction of a public or private nonprofit elementary school or secondary school, including residential child care institutions, Bureau of Indian Affairs schools, and educational service agencies and consortia of those agencies, as well as the State educational agency in a State or territory in which the State educational agency is the sole educational agency for all public or private nonprofit schools.

**National School Lunch Program** means the Program under which participating schools operate a nonprofit lunch program in accordance with this part. General and special cash assistance and donated food assistance are made available to schools in accordance with [7 CFR 210](#).

**Negotiation** means a process of planning, reviewing, analyzing, and conferring used by two or more parties to reach a mutually acceptable agreement in a contracting relationship. They are conducted with more than one of the sources submitting proposals, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate.

**Nonprofit school food service account** means the restricted account in which all of the revenue from all food service operations conducted by the SFA principally for the benefit of school children is retained and used only for the operation or improvement of the nonprofit school food service. This account shall include, as appropriate, non-Federal funds used to support paid lunches as provided in [7 CFR 210.14\(e\)](#), and proceeds from nonprogram foods as provided in [7 CFR 210.14\(f\)](#).

**Offeror** is a commercial FSMC that submits a proposal in response to this RFP.

**Reduced Price Lunch** means a lunch served under the Program: (a) to a child from a household eligible for such benefits under [7 CFR 245](#); (b) for which the price is less than the school food authority designated full price of the lunch and which does not exceed the maximum allowable reduced price specified under [7 CFR 245](#); and (c) for which neither the child nor any member of the household is required to work.

**School** means:

- a) An educational unit of high school grade or under, recognized as part of the educational system in the State and operating under public or nonprofit private ownership in a single building or complex of buildings;
- b) any public or nonprofit private classes of preprimary grade when they are conducted in the aforementioned schools; or
- c) any public or nonprofit private residential child care institution, or distinct part of such institution, which operates principally for the care of children, and, if private, is licensed to provide residential child care services under the appropriate licensing code by the State or a subordinate level of government, except for residential summer camps which participate in the Summer Food Service Program for Children, Job Corps centers funded by the Department of Labor, and private foster homes. The term “residential childcare institutions” includes but is not limited to: homes for the mentally, emotionally or physically impaired, and unmarried mothers and their infants; group homes; halfway houses; orphanages; temporary shelters for abused children and for runaway children; long-term care facilities for chronically ill children; and juvenile detention centers. A long-term care facility is a hospital, skilled nursing facility, intermediate care facility, or distinct part thereof, which is intended for the care of children confined for 30 days or more.

**School Breakfast Program (SBP)** means the program authorized by section 4 of the Child Nutrition Act of 1966 in accordance with [7 CFR 220](#).

**School Food Authority (SFA)** means the governing body which is responsible for the administration of one or more schools; and has the legal authority to operate the Program therein *or* be otherwise approved by FNS to operate the Program.

**School in Severe Need** means a school determined to be eligible for rates of reimbursement in excess of the prescribed National Average Payment Factors, based upon the criteria set forth in [7 CFR 220.9\(d\)](#).

**School Nutrition Programs (SNP)** are federally funded programs to ensure that school-based children have access to nutrition meals and snacks in accordance the NSLP, SBP, SMP, SSO, ASSP, FFVP, and FDP.

**School week** means the period of time used to determine compliance with the meal requirements in in [7 CFR 210.10](#) and [7 CFR 220.8](#). The period must be a normal school week of five consecutive days; however, to accommodate shortened weeks resulting from holidays and other scheduling needs, the period must be a minimum of three consecutive days and a maximum of seven consecutive days. Weeks in which school breakfasts are offered less than three times must be combined with either the previous or the coming week.

**School Year** means a period of 12 calendar months beginning July 1 of any year and ending June 30 of the following year.

**Seamless Summer Option (SSO)** combines features of the National School Lunch Program, School Breakfast Program, and Summer Food Service Program (SFSP). This option reduces paperwork and administrative burden, making it easier for schools to feed children from low-income areas during the traditional summer vacation periods, for year-round schools, and long school vacation periods (generally exceeding two to three weeks). By enrolling in the Seamless Summer Option, schools will not only provide a service to children in their school but the community at large.

**Selected FSMC** is the Offeror that submitted the successful proposal to this RFP and is awarded a contract as a result of this RFP.

**Special Milk Program (SMP)** provides milk to children in schools, childcare institutions, and summer camps that do not participate in other Federal child nutrition meal service programs in accordance with [7 CFR 215](#).

**State Agency** means (1) The State educational agency or (2) such other agency of the State as has been designated by the Governor or other appropriate executive or legislative authority of the State and approved by the Department to administer the Program in schools as described in paragraph (c) of the definition of *School* in this section. The “State Agency” or “State educational agency” for purposes of this document is the Illinois State Board of Education.

**Summer Food Service Program (SFSP)** is a federally funded, state-administered program. SFSP reimburses program operators who serve free healthy meals and snacks to children and teens in low-income areas as outlined in [7 CFR 225](#).

**“RFP” or “Request for Proposal”** means a type of solicitation document used for the formal procurement method of competitive proposals. The RFP identifies the goods and services needed and all significant evaluation factors. The RFP is publicized and is used to solicit proposals from a number of sources. Negotiations are conducted with more than one of the sources submitting proposals, and either a fixed- price or cost-reimbursable type contract is awarded, as appropriate. Competitive proposals may be used if conditions are not appropriate for the use of competitive sealed proposals.

**Vended Meals** means meals that are prepared by a contractor in a facility other than the SFA facility with the meals being delivered to the SFA site(s). The meals are delivered in a pre-packed (bulk)/ pre-plated (individual serving size) style.

## Schedule of Events

Event Type	Event Date	Event Time
RFP Release by Date (Public Notice/Direct Solicitation)	3/13/2025	N/A
Pre-Proposal Conference and SFA Facility Tour	3/24/2025	3:30pm CST
FSMC Presentations	N/A	N/A
FSMC Taste Testing	5/5/25 – 5/9/25	N/A
FSMC Site Tour	5/5/25 – 5/9/25	N/A
Deadline for FSMC submission of Final Questions to the SFA <i>No questions will be accepted after this date/time.</i>	3/26/2025	4:00pm CST
ISBE approved addenda/ answers to questions provided*	4/2/2025	4:00pm CST
Deadline for Submission of Proposal to the SFA	4/28/2025	10:00am CST
Proposals Evaluation Completed by	5/9/2025	4:00pm CST
Negotiations- Best and Final Offer Due by	N/A	N/A
Submission of recommended contract award to ISBE	6/18/2025	N/A
Approval of Winning Proposal (Board Meeting)	6/17/2025	6:30pm CST
Notice of Intent to Award Sent to Selected FSMC	6/18/2025	N/A
Anticipated Start Date of Selected FSMC Contract	7/1/2025	N/A

**The SFA will use its best efforts to adhere to the Schedule of Events. However, the SFA reserves the right to amend the schedule, as it deems necessary, and will post a notice of said amendment using the addenda or amendment process described in Section 1 and below.**

\* Throughout the solicitation process, **all addenda/addendum/amendment(s), including all questions and answers, must be submitted to ISBE for review** and the SFA must receive notice the document(s) comply with Federal rules and regulations prior to distributing addenda/addendum/amendment(s) to all prospective proposers that received the original solicitation. Addenda/amendments/questions and answers must not be issued within a minimum of seven (7) working days of the time and date set for the solicitation opening.

## SECTION 1: INSTRUCTIONS TO PROPOSERS

- 1.1 Hereinafter, school food authority (SFA) shall refer to DuPage County School District #45 & Salt Creek School District #48.
- 1.2 Hereinafter, The Food Service Management Company (FSMC) submitting a proposal will be referred to as the ***“Offeror”***, and the ***“Awarded Contract”*** will be between the winning Offeror (herein used interchangeably with ***“Selected FSMC”***)

1.3 **Description**

This RFP seeks "Proposals" from FSMCs willing to operate the SFA's food service program at facilities identified in Exhibit A. The FSMC will provide onsite management and operational support for the SFA food program. Services include but are not limited to consulting, purchasing, receiving, storing, preparation, setting up cafeteria lines, counter service, cleanup, sanitation, training, hiring and supervising personnel, and presenting food in a way to create optimum student participation. The program will include the use of USDA Foods provided through the Illinois State Board of Education (ISBE) Food Distribution Program.

Catering activities, if applicable, are outside of the fee structure of the awarded contract.

1.4 **Pre-proposal Conference and SFA Facility Tour**

A meeting with interested FSMCs to review specifications, to clarify any questions, and for a walk-through of the facilities with school officials will be on 3/24/2025 at 3:30pm at the following location:

Jefferson Middle School (Door 2)  
255 W. Vermont St.  
Villa Park, IL 60181

The tour will then continue to Jackson Middle School (301 W. Jackson St. Villa Park) and will conclude at District 48's Albright Middle School (1110 S. Villa Ave. Villa Park).

- a. **Pre-proposal Conference and Facilities Tour:** all FSMCs that intend to respond to this RFP are highly encouraged to attend. Pre-Proposal Conference and Site Visit may occur during normal operating hours in order to provide Offerors optimal information needed to make a competitive proposal. Photography, of any type, **may** be permitted so long as no students are in the picture. The photos are exclusively for the FSMC's use in responding to this RFP and shall not be published for any other purpose.
- b. **Questions during the Pre-Proposal Conference and Facilities Tour:**
- Questions from the floor at the Pre-Proposal Conference and Site Visit must also be presented in writing. These questions **will not** be answered at the Pre-Proposal Conference and Site Visit.
  - All questions will be answered in writing after the meeting and sent to all individuals that signed in at the Pre-Proposal Conference and Facilities Tour, as well as to those who received the solicitation.
  - Written communication will override any and all verbal communication between any FSMC and the SFA.

1.5 **FSMC Presentations, Site Visits, and Taste Testing**

- a. **Presentations:** FSMC presentations will not occur.
  - i. When presentations are required, all FSMCs will have the same presentation opportunities including but not limited to time and manner.
- b. **FSMC Site(s) Visit:** FSMC Site(s) Visits will occur of all finalists.
  - i. When FSMC Site(s) Visit are required, all FSMCs will have the same opportunities including but not limited to time and manner.
  - ii. Finalists will be determined based on evaluator scoring of items 1-9 listed in Section 21. The top two scorers from the initial 80 points will be selected as finalists and invited to participate in the taste testing and site visit. The taste testing and site visit will be held at a current FSMC site between **May 5, 2025 and May 9, 2025**. The SFA will notify the finalists in writing as to scheduling and the available dates and times.

Offeror will provide a list of possible site visit locations **similar in size and scope** to the SFA, noting the preferred site for SFA to visit. SFA has ultimate decision-making authority on the final location to visit. On the day of the site visit, the FSMC shall:

- Provide a tour of the site during meal service.
- Provide menus and a presentation of offerings.
- Provide a tasting menu of reimbursable meals to include one hot breakfast meal, one cold breakfast meal, one cold lunch meal, and two hot lunch meals for the committee to taste test. Meals selected for the taste test **must** be typical menu items offered to students. The cold lunch meal and at least one hot lunch meal **must** be on the current days menu for the selected site.

iii. FSMC Site Visit evaluation form is outlined in Exhibit K

- c. **FSMC Taste Testing:** FSMC Taste Testing will occur.
  - i. When FSMC Taste Testing(s) are required, all FSMCs will have the same opportunities including but not limited to time and manner.
  - iii. Finalists will be determined based on evaluator scoring of items 1-9 listed in Section 21. The top two scorers from the initial 80 points will be selected as finalists and invited to participate in the taste testing and site visit. The taste testing and site visit will be held at a current FSMC site between **May 5, 2025 and May 9, 2025**. The SFA will notify the finalists in writing as to scheduling and the available dates and times.

Offeror will provide a list of possible site visit locations **similar in size and scope** to the SFA, noting the preferred site for SFA to visit. SFA has ultimate decision-making authority on the final location to visit. On the day of the site visit, the FSMC shall:

- Provide a tour of the site during meal service.
- Provide menus and a presentation of offerings.
- Provide a tasting menu of reimbursable meals to include one hot breakfast meal, one cold breakfast meal, one cold lunch meal, and two hot lunch meals for the committee to taste test. Meals selected for the taste test **must** be typical menu items offered to students. The cold lunch meal and at least one hot lunch meal **must** be on the current days menu for the selected site.

iii. FSMC Site Visit evaluation form is outlined in Exhibit K

## 1.6 **Proposal Submission**

- a. Submission of proposal deadline: 10:00am CST on 4/28/2025.

No consideration will be made for Proposal(s) received after this date and time listed above. The SFA reserves the right to retain all Proposals for a period of at least sixty (60) days and to reject any and all Proposal(s) or parts of a Proposal and to waive any informalities and/or irregularities contained with a Proposal.

- b. Proposals are to be submitted:

**School District 45, DuPage County**  
**Attn: Jeff Eagan, Asst. Superintendent for Finance**  
**RFP - Food Service Management Company**  
**255 W. Vermont St.**  
**Villa Park, IL 60181**

- c. **Submission Instructions:** Deliver a complete proposal package in a sealed envelope labeled as follows:

- RFP title
- Envelope number (e.g., 1 of 3)
- Date
- Offeror's Name and Address

Submit 1 original and 1 electronic copy of the complete Proposal package.

During the Proposal evaluation process, the scoring committee may need to clarify items in an Offeror's Proposal. As a result, Offeror's Proposal must include contact information for the person who will be representing the Offeror through the process. Offeror should at a minimum provide proposal contract person's name, title, address, phone number, and email. Furthermore, Offeror may need to provide proof of authority of the person signing and submitting the Proposal. This will need to be available upon request from SFA. The Offeror is responsible for delivering the complete Proposal package in a sealed envelope along with the requisite copies to the correct location before the Proposal deadline.

- d. **Late Proposals:** Proposals submitted after the date and time specified will not be considered and will be returned, unopened to the appropriate Proposer. Post marks or dating of documents will be given no consideration in the case of late proposals.
- e. **Public Opening:** Public opening will be at 10:00am CST on 4/28/2025 and will take place at School District 45, DuPage County's Central Office at 255 W. Vermont St. Villa Park, IL 60181. The purpose of the public opening is to unseal the proposals received and announce publicly what company's submitted proposals. No further details, such as pricing/costs, will be publicly announced.
- f. **In the event your company decides not to submit a proposal, it is requested that the RFP be returned on or before submission deadline outlined above with a completed Statement of No Proposal.**

## 1.7 **Questions/Written Inquiries**

All communication should be directed to:

Jeff Eagan  
Assistant Superintendent for Finance/CSBO  
255 W. Vermont St.  
Villa Park, IL 60181  
Email: [jeagan@d45.org](mailto:jeagan@d45.org)

Email is the preferred form of communication. (Note: School's email systems may have very restrictive security systems. If a response has not been received within two (2) business days confirming receipt of written inquiry, contact **Jeff Eagan, Assistant Superintendent for Finance/CSBO at 630-516-7700**. Any and all inquiries, disputes, or requests concerning interpretation, additional clarification, or additional information pertaining to the RFP must be made in writing and received by **3/26/2025 at 4:00pm CST**.

Routine procedural questions will be answered as promptly as practicable; examples of routine procedural could include clarification of the address for proposal submission, key dates, and timelines, etc. No other oral or other written communication from the SFA or its employees may be used or relied upon by Offeror or the Selected FSMC for any purpose whatsoever. Substantive questions will be compiled and both questions and answers provided to all Offerors prior to the RFP due date. Examples of substantive could include clarification of discrepancies or errors. A written response will not be issued within 7 working/ business days of proposal due date will be issued; a written addenda/addendum/amendment is the only official method whereby interpretation, clarification, and additional information can be given. Once issued, all addenda shall become part of this RFP and must be acknowledged on the submitted proposal. All addenda/addendum/amendment(s) will be issued electronically to each Offeror known by the SFA who has requested a copy of the RFP. It shall be the Offeror's responsibility to ensure the receipt of any and all such addenda.

If the SFA issues any changes to this RFP, acknowledgement of receipt of such changes must be made to the SFA in writing, signed by an individual authorized to legally bind the proposer, and included in the proposer's package. If changes to the RFP are not acknowledged, the SFA retains the right to reject the proposal as non-responsive. No addenda/addendum/amendment(s) will be issued within seven working days of the time and date set for the proposal due date. Should the SFA determine that clarification of the specifications/instructions is necessary within seven working days of the time and date set for the proposal due date, the time and date set for the proposal due date will be delayed allowing the issuing an addenda/addendum/amendment.

All addenda/addendum/amendment(s), including all questions and answers, must be submitted to ISBE for review and the SFA must receive notice the document(s) comply with Federal rules and regulations prior to distributing.

Before submitting a Proposal, it shall be the responsibility of each Offeror to contact the SFA prior to the Proposal due date to determine whether additional addenda/addendum/amendment(s) were issued.

- 1.8 The subject matter of this RFP is subject to legislative changes either by the federal or state government. If any such changes occur prior to contract award, then all proposers will have the opportunity to modify their proposals to reflect such changes. If any such changes occur after a contract award has been made, and to the extent permitted by law, the SFA (i) reserves the right to negotiate modifications to the Awarded Contract reflecting such legislative changes; and (ii) shall have no obligation to provide unsuccessful Offerors with the opportunity to modify their proposals to reflect such legislative changes.

1.9 **Discussions**

By requesting of a copy of the RFP and subsequent submission of a Proposal, the Offeror agrees that during the period following issuance of the Proposal and prior to notification of intent and/or award of the awarded contract, Offeror will not discuss this procurement with any party except the designated contact person identified in this RFP. The SFA reserves the right to reject any and all Proposals and to cancel this RFP when there are sound documented reasons to do so. The SFA shall not be held responsible for any expenses incurred in the preparation or subsequent presentation of the Offeror's response to this RFP or, if applicable, with respect to the negotiation of the Awarded Contract.

The SFA reserves the right, at any time after opening and prior to award, to request from any Offeror clarification, address technical questions, make site visits, review past performance, or seek or provide other information regarding Offeror's Proposal. This process may be used for such purposes as providing an opportunity for Offeror to clarify the Proposal in order to assure mutual understanding and/or aid in determinations of responsiveness or responsibility of Offeror. The SFA will not consider information received if the information materially alters the content of the Proposal or alters the type of goods and services Offeror is proposing to the SFA. An individual authorized to legally bind Offeror shall sign the proposal, all required certifications, and responses to any request for clarification.

The SFA reserves the right to contact provided references and other references to assist in Proposal evaluation, to verify information contained in the Proposal, and to discuss Offeror's qualifications including capabilities and performance under other contracts.

Issuance of this RFP in no way constitutes a commitment by the SFA to award any contract or agreement. This RFP is designed to provide Offeror with the information necessary to prepare a competitive Proposal. It is not intended to be comprehensive, and each Offeror is responsible for determining all factors necessary for submission of a comprehensive Proposal. An RFP may be rejected for various reasons, including but not limited to any one of the following reasons:

- Offeror fails to deliver the Proposal by the due date and time.
- Offeror fails to respond to the SFA's request for information, documents, or references within the time specified.
- Offeror's response limits the rights of the SFA.
- Offeror's response materially changes a product or service requirement.
- Offeror fails to include information necessary to substantiate that it will be able to meet a product or service requirement. A response of "will comply" or merely repeating the requirement is not sufficient. Responses must indicate present capability; representations that future developments will satisfy the requirement are not sufficient.
- Offeror provides misleading or inaccurate responses.
- Offeror initiates unauthorized contact regarding the RFP with the SFA or employees/agents of the SFA.
- Offeror presents the information requested by this RFP in a format inconsistent with the instructions of the RFP.
- Offeror fails to include any signature, certification, authorization, stipulation, disclosure, guarantee, or other item requested in this RFP.

#### 1.9 **Negotiations**

The SFA **will not** engage in negotiations.

#### 1.10 **Fair and Open Competition**

This RFP is intended to promote fair and open competition. If the language, specifications, terms, and conditions or any combination thereof restricts or limits the requirements in this RFP to a single source,

it is the responsibility of the interested Offeror to notify the contact person identified in this RFP, in writing, so as to be received within five (5) business days after the date the RFP is issued by the SFA. The RFP may or may not be changed, but a review of such notification will be made prior to the award of Contract.

#### 1.11 **Overly Responsive Proposal**

To ensure maximum open and free competition Offeror's Proposal must not be overly responsive. If Offeror's Proposal is deemed to be overly responsive, the Proposal may not be considered for evaluation for the Awarded Contract. When responding to this RFP, Offeror must confine its proposal to the requirements of this RFP.

Examples of overly responsive Proposals:

- Respondent offers a guarantee which was not requested in the original RFP,
- Respondent offers incentives over and beyond those required by the RFP document (such as scholarships or "free" equipment) to entice a SFA to select its Proposal for the Awarded Contract, or
- Respondent offers to provide discounts or supplement funding for Point of Sale (POS) equipment when POS equipment was not sought in the original RFP document. If such items were not required in the RFP document, then the offer would be considered overly responsive.

The Awarded Contract will be made to the highest-scoring, responsible Offeror that is both capable of providing the products and services described in this RFP and submits a responsive Proposal that can meet all specifications of the entire RFP. Goods, products, or services offered in a Proposal above and beyond what is requested in this RFP shall not be factored into the scoring evaluation. The Award Contract decision will be based on the criteria outlined in this RFP and not on any additional factors the respondent has chosen to add.

#### 1.12 **Method of Award**

Proposals that are timely submitted and are not subject to disqualification will be reviewed in accordance with the evaluation criteria set forth in this RFP. The SFA scoring committee will review the Proposals using the evaluation criteria found in this RFP. In addition, the scoring committee will conduct a pre-award audit and check references and reserves the right to investigate each Offeror's ability to fulfill all requirements of the RFP, representations made by the Offeror, and contract terms of the Awarded Contract.

The SFA will consider each Proposal independent of other Proposals. In addition, the scoring committee will conduct a pre-award audit and check references.

#### 1.13 **RFP Estimations**

Quantities reflected in this RFP are estimates based on the SFA's actual combined claims for the **2024-2025** School Year and projected increases or decreases based on the federal guidelines and anticipated student participation in the SFA's food service. These quantities are the best estimate of anticipated needs available at the time of publication of this RFP, but the accuracy of this estimate may be affected by numerous factors including but not limited to, budgetary adjustments, meal pricing, availability of federal funds or other subsidies, changing market forces, or unintentional errors or omissions. Actual needs may be greater or less than the estimated quantities provided.

## SECTION 2:

## TERMS AND CONDITIONS

### 2.1 **Awarding the Contract**

To be considered, Offeror must submit a complete response to this RFP ***using the format provided.*** Proposals determined to be overly responsive may be returned to Offeror and not considered for the Awarded Contract. Offerors should limit Proposal responses to what is required and requested in this RFP. No other documents submitted with the Proposal will affect the contract provisions contain herein, and there may be no modification to the contract language without prior approval of the SFA and the Illinois State Board of Education (ISBE) Nutrition Department.

Award shall be made to the qualified and responsible Offeror who submits a timely and responsive Proposal to this RFP. A responsible Offeror shall have financial, technical, and other resources which indicate an ability to provide products and perform the services required by this RFP.

Offeror and/or their authorized representatives are expected to fully read this RFP and be fully acquainted with all the terms and conditions, requirements, and specifications before submitting a Proposal; failure to do so will be at the Offeror's own risk. Failure or omission of Offeror to be familiar with existing conditions shall in no way relieve the Offeror of obligation with respect to this RFP, as an Offeror's proposal shall be understood to be an unconditional acceptance of the terms and conditions set forth in this RFP. The SFA is not liable for any cost incurred by the Offeror prior to the signing of the awarded contract by all parties. Paying the Selected FSMC from the Child Nutrition Program (CNP) funds is prohibited until the Awarded Contract is signed.

If additional information is required, contact Jeff Eagan, Assistant Superintendent for Finance/CSBO at [jeagan@d45.org](mailto:jeagan@d45.org).

### 2.2 **Awarded Contract**

This Awarded Contract is effective for a one-year period beginning July 1, 2025 and ending on June 30, 2026 (the "Term"), with up to four (4) one- (1)-year renewals with mutual agreement between the SFA and the Selected FSMC.

The Awarded Contract between the SFA and the Selected FSMC shall be a combination of the specification, terms, and conditions of the RFP; Selected FSMC Proposal, attachments to the Proposal and any written clarifications or changes made by SFA and in accordance with the provisions herein if accepted by the SFA; any representations or warranties made therein, whether express or implied; See section *Exception and Deviations* for additional details.

Exceptions should be explicitly noted in Offeror's Proposal. Lack of exceptions listed on an Offeror's Proposal will be considered as acceptance of all of the specifications including terms and conditions and other requirements as presented in this RFP. Notwithstanding, any exceptions listed in an Offeror's Proposal may or may not, in the SFA's sole discretion, be accepted.

Any exceptions noted in Proposal will be evaluated after the due date and Proposal opening. No exceptions, addendums, amendments, or other changes will be allowed thereafter unless required by federal, state, or local regulations or needed to allow for program performance under the Awarded Contract. The only planned amendments will be the amendment to renew the Awarded Contract. This amendment will be presented to the contractor by the SFA at the time of renewal. Renewal of Awarded Contract does not constitute an offer by SFA for additional amendments of terms and conditions over and beyond the fees listed in the renewal amendment, amendment, and all such renewals shall be made on the original terms and conditions of the Awarded Contract unless otherwise expressly agreed to by the SFA.

Any proposed terms and conditions (i.e., exceptions) listed in Offeror's Proposal may be considered by SFA. However, such proposed terms and conditions may render Proposal non-responsive and ineligible for evaluation of the Awarded Contract. Furthermore, any accepted proposed terms and conditions related to costs will be added to the overall costs proposed in Offeror's Proposal. This is the only way to fairly evaluate and compare exceptions to SFA's terms and conditions by an Offeror and another Offeror which accepted SFA's terms and conditions without exceptions.

In the event of an amendment to the Awarded Contract, both parties must mutually accept and sign the amendment, which will then be reviewed by ISBE before becoming effective. SFA must be the originator of the amendment. ***Amendment(s) presented by Selected FSMC will be denied.*** The Awarded Contract, addenda, or amendments must be entered in compliance with federal and state procurement requirements

### 2.3 **Termination**

The SFA or Selected FSMC may terminate the whole or any part of the Awarded Contract, by written notice from the other party, in any one of the following circumstances:

- a. **Termination without cause:** Either the SFA or FSMC can terminate the Awarded Contract *without cause* with a sixty- (60) day written notification mailed certified or personally delivered to the other party.
- b. **Termination with cause:** Either party may terminate the Awarded Contract for cause upon sixty (60) days written notice mailed or personally delivered to the other party (Reference [7 CFR 210.16\(d\)](#)) except for the conditions for cause as follows:
  - i. The FSMC fails to perform any duties or obligations within the time specified herein or any written extension thereof granted by SFA.
  - ii. The FSMC fails to make progress as to endanger performance of the Awarded Contract in accordance with its terms.
  - iii. Either party fails to comply with any of the material terms and conditions of the Awarded Contract and does not cure such failure within ten (10) days after written notice.
  - iv. Either party is declared insolvent or bankrupt by a court of competent jurisdiction.
  - v. Notwithstanding the provisions listed above, the SFA may immediately terminate the Awarded Contract with written notice to Selected FSMC for breach/neglect as determined by the SFA when considering such items as: failure to maintain and enforce required standards of sanitation; failure to maintain proper insurance coverage as outlined by the Awarded Contract; failure to provide required periodic information/statements, or failure to maintain quality of service at a level satisfactory to the SFA.
- c. **Termination Procedures:** Upon termination, SFA may procure, upon such terms as it shall deem appropriate, services similar to those terminated. Selected FSMC shall continue performance of the Awarded Contract to the extent not terminated.

Notwithstanding any provision to the contrary in this Contract, obligations of the SFA will cease immediately without penalty of further payment being required if sufficient funds for this Agreement are not appropriated by the Illinois General Assembly or a federal funding source, or such funds are otherwise not made available to the SFA for payments in accordance with this Contract.

Notwithstanding the notice period above, the SFA may immediately terminate the Awarded Contract, in whole or in part, upon notice to the Selected FSMC if the SFA determines that the actions, or failure to act, of the Selected FSMC, its agents, employees or subcontractors have caused, or reasonably could cause jeopardy to health, safety, or property; or if the SFA determines that the FSMC lacks the financial resources to perform under the Contract.

Neither the FSMC nor SFA shall be responsible for any losses resulting if the fulfillment of the terms of the Contract is delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or any other acts which could not have been prevented by the exercise of due diligence ("Act of God") provided that the delayed party: (i) gives the other party prompt notice of such cause and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. The SFA may cancel the Contract without penalty if the FSMC's performance does not resume within 30 days of the FSMC's interruption of services due to an Act of God.

#### 2.4 **Nonperformance by the Selected FSMC**

If the Selected FSMC fails to perform to the SFA's satisfaction any material requirement of this Contract or is in violation of a material provision of this Contract, the SFA shall provide written notice to the Selected FSMC requesting that the breach of noncompliance be remedied within sixty- (60) days. If the breach or noncompliance is not remedied by the specified period of time, the SFA may either: (a) immediately terminate the Contract without additional written notice or, (b) takeover and perform any services that would otherwise be performed by the Selected FSMC pursuant to the Contract using its own forces or a third party approved; or (c) enforce the terms and conditions of the Contract, and in either event seek any available legal or equitable remedies and damages. The SFA may finish the services by whatever method the SFA may deem expedient. Any costs or damages incurred by the SFA as a result of the Selected FSMC's default shall be borne by the Selected FSMC at its sole cost and expense, shall not be payable as part of the Contract amount, and shall be reimbursed to the SFA by the Selected FSMC upon demand. SFA shall have the right to deduct from any amounts owed to the Selected FSMC to offset such costs or damages.

#### 2.5 **Exceptions and Deviations**

The terms and conditions contained in this RFP are hereby incorporated in the resulting Awarded Contract. SFA does not intend to make changes to those terms and conditions, unless necessary to clarify the scope of work and/or technical requirements. Failure to accept the terms and conditions may result in Offeror's Proposal being deemed to be nonresponsive. Nonetheless, if an Offeror must take exception(s) to a specific term or condition, the Offeror shall provide the requested information for each exception in the following format and attaching it to the Offeror's Proposal and labeling it as "*Offeror's Exceptions and Deviations*".

All exceptions must be approved by the SFA and reviewed and approved by ISBE prior to acceptance by the SFA. All exception(s) must be included with Offeror's Proposal. The SFA shall not be under any obligation to honor any exception unless expressly agreed to at the time of the award and execution of the Contract.

**No exceptions or deviations will be considered after the due date of the Proposals unless allowable as described in the RFP.** This includes amendments and addendums typically requested by FSMCs after the awarding of the contract which includes additional fee structures, clarifications, and FSMC's terms and conditions. Only exceptions listed in Offeror's Proposal will be considered for inclusion in the Awarded Contract

Format for submitting exceptions and deviations:

**Offeror's Exceptions and Deviations: Name of FSMC**

No.	Section, Subsection, Exhibit, or other	Exception Taken	Reason for Exception	Proposed Language	Impact on Proposal Cost and/or Risk

Name of Offeror <i>First &amp; Last</i>	Title of Offeror
Authorized Signature	Date Signed

**2.6 Renewal of Awarded Contract- Fixed Price Per Meal Rate(s)**

The only rates and fees that may be adjusted in subsequent Contract Terms are the fixed rates and fixed fees contained herein. Before any fixed rate or fee adjustments can be implemented as part of a Contract renewal agreement, the Selected FSMC shall document to the SFA, through a written financial analysis, the need for such adjustments. Adjustment of all individual per meal fixed rates and applicable fees in subsequent Contract Terms must not exceed The Consumer Price Index for Urban Consumers—Food Away from Home annual rate for December of the current school year. Percentage increases cannot be applied to any previous Contract Term's total estimated or actual Contract cost. The calculation method regarding the determination of a la carte meal equivalents is outlined in the *Fees* section of this Contract.

Renewal of this Contract is contingent upon the fulfillment of all Contract provisions including, but not limited to, the utilization of USDA Foods (see section 7.2).

**2.7 Material Change(s)/ Contract Amendment(s)**

A material change is defined as a change that, had other Offerors known of the change at the time of they submitted their responses, would have caused them to bid/propose differently. [2 CFR 200.324](#) identifies that when a contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold (currently set at \$250,000), the SFA must make available upon request for review, procurement documents such as requests for proposals or invitations for bids, and/or independent cost estimates. The State Agency (ISBE) must then determine if the amendment is approved for a one-year renewal, or if a re-solicitation is required at the end of the current contract period. State or local acquisition thresholds may be more restrictive, and that the most restrictive threshold applies.

All amendments must be documented, reviewed, and approved by the State agency (ISBE) **prior to execution** ([7 CFR 210.16\(a\)\(10\)](#)) ensuring that the SFA has not made a material change to the contract and has incorporated all State agency required changes into the amendment. No modification or amendment to this contract shall become valid unless it is made in writing, signed by all parties, and receives **prior** approval by the State agency (ISBE). Regulations governing procurement in the NSLP, SBP, and SMP, require State agencies to review contracts (and supporting documentation) prior to the

execution (i.e., prior to signature) of the contract to ensure that contracts containing unallowable terms and conditions and amendments that may be material in nature are removed prior to the contract being executed. Unallowable costs shall not be paid from the nonprofit food service account.

Some amendments to contracts that may be considered material and thus require a re-solicitation include:

- Adding other SFAs, or unaffiliated schools not included in the original solicitation.
- Adding more Child Nutrition Programs not included in the original solicitation and contract.
- Changing a fixed price/meal fee for management and/or administration, or a fixed price/meal fee tied to a standard index, such as the Consumer Price index, without a price adjustment clause.
- Adding the requirement for the Selected FSMC to cover the cost of labor, or to transition the cost of labor from the SFA to the Selected FSMC without a provision in the original solicitation and contract that includes the labor transition with specifics for how this will occur.
- Adding requirements for the Selected FSMC to purchase/invest in equipment, point of service system, or remodel/renovate facilities for the SFA that were not planned, specified, or included in the original solicitation and contract.
- Changing the value of a guaranteed return, or failure to achieve a breakeven status, or qualifying these by limits in relation to the value of the administrative/management fee(s).
  - Any guaranteed return promised by the FSMC must remain in the nonprofit food service account. If the contract contains such guarantees, the contract must also contain language that ensures that the FSMC bears responsibility for failure to meet those goals. Returns cannot be contingent upon multi-year contracts as FSMC contracts are for one year with the option for up to four one-year renewals. If the option for renewal is to be considered each year, the best practice is to specify in the original solicitation the SFAs expectations of the guarantee for each renewal year option, if changes in the guarantee will be allowed.

While this list is not exclusive of changes SFAs and Selected FSMCs often consider during a contract renewal option, these changes are amendments to the contract, not a contract renewal. Therefore, State agency (ISBE) and SFA staff must take great caution not to approve contract amendments when these changes should be re-solicited. Contract renewals are extensions of the original contract based on the terms and conditions of the original solicitation; contract amendments that change the scope of the contract or exceed the value of the Simplified Acquisition Threshold (valued at \$250,000), are subject to approval by the State agency (ISBE) or FNS (USDA).

**FSMC developed contracts and/or amendments are never allowed.**

## 2.8 **Financial Guarantee**

As part of this RFP and based on the current Revenues and Expenses (as outlined in Exhibit H- current Income Statement of Nonprofit Food Service Account), the SFA has determined that a financial guarantee is not required. Any offeror that submits a proposal that includes a guarantee will be deemed overly responsive, as per section 1.11, and the proposal will not be considered for evaluation for the Awarded Contract.

## SECTION 3:

## GENERAL CONDITIONS

### 3.1 **ISBE Legal Disclaimer**

ISBE does not review or judge the fairness, advisability, or efficiency of fiscal implications of the contract. ISBE is not a party to any contractual relationship between the SFA and Selected FSMC. ISBE is not obligated, liable or responsible for any action or inaction taken by the SFA or Selected FSMC based on this template contract and subsequent changes and/or amendments to this RFP or subsequent Awarded Contract.

### 3.2 **No relief for errors or omissions**

All proposals shall be submitted with each space properly completed. The special attention of proposers is directed to the policy that no claim for relief because of errors or omissions in the proposal will be considered, and proposers will be held strictly to the proposals as submitted. Should a proposer find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, proposer shall advise the District CSBO first orally, followed by written (email) with specification of the claimed problems which must be received by 4:00pm on March 26, 2025.

### 3.3 **Fully informed**

Submission of a proposal by a FSMC will be construed as an indication the FSMC is fully informed of and can offer the services satisfactorily in compliance with the specifications and conditions contained herein.

### 3.4 **Solicitation withdrawal or changes**

Proposals may be withdrawn by letter received by the District or in person prior to the time and date established for the opening of the proposals. Re-submittal must be done prior to the designated proposal opening time. Any proposer may withdraw or change a proposal if written notice of the withdrawal or change is received by the Board before the latest time specified for submission of proposals. Any change may be made only by substitution of another proposal. However, no proposer shall withdraw or cancel its proposal for a period of one hundred twenty (120) calendar days after advertised closing time for the receipt of proposals, nor shall the successful proposer withdraw, cancel, or modify its proposal after having been notified by the Board that said proposal has been accepted by the Board. Where the contract will require approval by another agency, such as the federal government, or the State of Illinois, then the proposer shall not withdraw, cancel, or modify its proposal for a period of one hundred twenty (120) calendar days after said advertised closing time for the receipt of the proposal.

### 3.5 **Code of Conduct/ Ethics**

No employee of the District will be extended any form of gratuity in connection with this proposal.

### 3.6 **Protest Procedures**

Proposal protests must be submitted in writing stating specific reasons and criteria as the nature of the protest. Any protest must be in writing and delivered in person to the District's CSBO within five (5) business days of the proposal award by 12:00 noon CST. Anyone failing to protest by the given date waves the right to protest by the given date waives the right to protest. If the protesting proposer is not satisfied with the District's CSBO's decisions, they may ask that their protest be considered by the Board if the written request is received within five (5) business days from the date of the District's CSBO's written decision. The Board may decide to hear the appeal or move forward with the award of the contract.

### 3.7 **Bond Requirements**

a. **Bid/Proposal bond:**

Each food service management company which submits a bid/proposal shall obtain a bid/proposal bond in an amount of 5% percent, as determined by the sponsor, of the value of the contract for which the bid/proposal is made. A copy of the bid/proposal bond shall accompany each bid/proposal.

b. **Performance Bond Requirements:**

Each food service management company shall obtain a performance bond in an amount of 20% percent of the value of the contract for which the bid/proposal is made within ten days of the awarding of the contract.

c. Food service management companies shall obtain bid/proposal bonds and performance bonds only from surety companies listed in the current [Department of the Treasury Circular 570](#). No sponsor or State agency shall allow food service management companies to post any “alternative” forms of bid/proposal or performance bonds, including but not limited to cash, certified checks, letters of credit, or escrow accounts.

3.8 The SFA reserves the right to investigate each proposer’s ability to fulfill the terms of the contract.

3.9 All proposals shall remain valid and subject to acceptance for a period of ninety (90) calendar days after the solicitation opening date. Award of the Contract shall be made to the highest-scoring, responsible Offeror as determined by the SFA, based on the criteria and specifications outlined in the RFP and further set forth in the Contract.

3.10 The meal rates and fees solicitation must be calculated based on the included sample menu(s) and on the projected annual units provided on the *Proposed Fixed Rates* form, both attached herein. Rates must be provided per unit. All other estimated line-item totals shall be computed by multiplying the projected annual units by the rate proposed per unit. Estimated totals **must** be carried out to the second decimal place and must not be rounded. In any case of errors in the extension of the estimated total(s), the actual unit rates shall govern.

3.11 All Offerors must completely inspect the facilities and equipment prior to the solicitation due date and prior to submitting a proposal if pre-solicitation meeting/ facility tour is scheduled as per above. Failure to do so will not relieve the successful proposer from the necessity of furnishing and installing any material and equipment, performing any labor, or making any structural changes, without additional cost to the SFA, that may be required to carry out the intent of the resulting Contract.

3.12 No proposal will be accepted from, or contract awarded to, any person, firm, or corporation that is in arrears or is in default to the SFA upon any debt or contract, or is a defaulter, as surety or otherwise, upon any obligation to said SFA, or has failed to perform faithfully any previous contract with the SFA.

3.13 All completed solicitations and supporting documentation submitted shall be the property of the SFA.

3.14 Until a Contract is awarded, no proposer, prospective or otherwise, shall be provided access to any supporting solicitation documents received by the SFA. All supporting solicitation documents shall be held strictly confidential and shall be reviewed and evaluated solely by SFA employees. Such documents shall not be released for distribution under the Freedom of Information Act until the Contract has been awarded. Violation of this clause by any proposer, prospective or otherwise, shall result in automatic disqualification of the proposer from being awarded the Contract. Violation of this clause by an SFA may result in (1) temporary withholding of cash payments pending correction of the deficiency by the SFA or other more severe enforcement action; (2) disallowing of both, use of funds and matching credit for all or part of the cost of the activity or action not in compliance; (3) whole or partial suspension or termination of the SFA's program; (4) withholding of further awards for the program; or (5) other remedies that may be legally available. Actions that result in the violation of law will be referred to the appropriate local, State or Federal authority having jurisdiction.

3.15 **Additional administrative, contractual, or legal remedies per local Board policy**

The Board reserves the right to reject any and all proposals when there are sound documented reasons to do so, to waive any technicalities in the proposal and to determine whether in the opinion of the Board that a proposer is not a responsible proposer and should be disregarded. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

The Board may make such investigations as deemed necessary to determine the ability of the proposer to perform work, and the proposer shall furnish to the district all such information for this purpose as the District may request. The District reserves the right to reject any or all proposals if the evidence submitted by, or investigation of, such proposer(s) fails to satisfy the District that such proposer(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. The District further reserves the right to waive any minor irregularities or minor defects in the proposals, which do not affect the price nor constitute some type of submission for a designated item, and to accept the proposal, which is the lowest proposal and meets the criteria established by the District. Conditional proposals will not be accepted.

**SECTION 4:****SCOPE OF SERVICES****4.1 Food Service Program Description**

The Food Service Program is split between two School Districts: School District 45, DuPage County and Salt Creek School District 48.

School District 45 participates in the National School Lunch and School Breakfast Program called the Community Eligibility Provision (CEP). The district operates out of 2 kitchens located at Jefferson Middle School and Jackson Middle School and then distributes the meals via a district employed driver to the 6 elementary schools located in Lombard and Villa Park.

Salt Creek School District 48 participates in the National School Lunch and Breakfast Programs. The food service program operates out of 1 kitchen located at Albright Middle School and then distributes the meals via a district employee to the 2 elementary schools located in Elmhurst and Oakbrook Terrace.

**4.2** The Selected FSMC shall operate in conformance with the SFA's Permanent Agreement/Policy Statement with ISBE for the selected program(s) listed below. Selected FSMC shall provide services sufficient to operate these program(s) in accordance with CNP and as required by this RFP and subsequent Awarded Contract.

The programs listed below shall be the same as those listed in the attachment sections of this RFP, which is part of the Awarded Contract.

Additional program(s) may be considered in the future. The SFA will conduct a cost analysis and submit the request to ISBE, prior to implementation, to rule out the possibility of material changes to the Awarded Contract. If a material change is ruled out, the SFA will issue an addendum with proposed fixed meal price(s) for the new program for the Selected FSMC to either accept or reject. The Selected FSMC may negotiate a higher fixed meal price(s), but any accepted fixed meal price(s) by the SFA must be below the range used in the cost analysis to negate the possibility of a material change to the Awarded Contract. The final signed amendment will be submitted to ISBE.

- ☒ National School Lunch Program (NSLP)
  - ☐ Seamless Summer Option (SSO) lunch
- ☒ School Breakfast Program (SBP)
  - ☐ Seamless Summer Option (SSO) breakfast
- ☐ After School Snack Program (ASSP)
- ☐ Special Milk Program (SMP)
- ☒ A la Carte Sales
- ☐ Child and Adult Care Food Program (CACFP)
  - ☐ CACFP- breakfast program
  - ☐ CACFP- lunch program
  - ☐ CACFP- at risk after school snack program
  - ☐ CACFP- at risk after school supper program
  - ☐ CACFP- a.m./p.m. snack program (Pre-K programs)
- ☐ Summer Food Service Program (SFSP)

☒ SFSP - Breakfast

☐ SFSP – Lunch

☐ Vending Machines

☐ Adult/ Staff access only (to be billed through a la carte sales and all revenue accumulated to the nonprofit school food account)

☐ Student access (to be billed through a la carte sales and all revenue accumulated to the nonprofit school food account)

☐ Catering (to be billed and paid with Non-Child Nutrition Program funds)

- 4.3 The projected number of full feeding days is approximately 175 days.
- 4.4 The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- 4.5 The food service shall be managed to promote maximum participation in the Child Nutrition Programs.
- 4.6 The Selected FSMC shall have the exclusive right to manage the Child Nutrition Programs at the sites specified in the schools/sites listed in the exhibit's sections of this RFP, which is part of the Awarded Contract.
- 4.7 The SFA may at any time during the Term of the Contract add or remove meal periods for programs covered by the Contract throughout the Contract Term and any Renewal Terms unless the addition or removal of meal programs creates a material and/or substantive Contract change.
- 4.8 The SFA reserves the right to add or delete owned and operated schools covered by the Contract throughout the Contract Term and any Renewal Terms, unless the additional or removal of schools creates a material and/or substantive Contract change.
- 4.9 The SFA reserves the right to maintain, add, and/or remove present food and beverage vending machines in its facilities.
- 4.10 The Selected FSMC shall be an independent contractor and not an employee of the SFA. The employees of the FSMC shall be considered solely employees of the FSMC and shall not be considered employees or agents of the SFA in any fashion.
- 4.11 The Selected FSMC shall conduct the food service to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture (USDA) regarding Child Nutrition Programs, as well as all local, county and state laws and regulations relating to sanitation of food service operations and facilities.
- 4.12 The SFA shall be legally and financially responsible for the conduct of the food service and shall supervise the food service to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture regarding Child Nutrition Programs
- 4.13 **Fresh Fruit and Vegetable Grant (FFVP)**

The purpose of the [Fresh Fruit and Vegetable Program Grant](#) is to increase fresh fruit and fresh vegetable consumption in elementary schools that participate in the National School Lunch Program (NSLP). Priority is given to elementary schools based on free and reduced eligibility.

The FFVP program is different from the [Department of Defense \(DoD\) Fresh Fruit and Vegetable Program](#).

If the SFA determines they are eligible to apply for the FFVP grant, they shall do so. If the SFA becomes an awardee of the FFVP grant, the SFA shall adhere to all terms and conditions of the federal grant award. The SFA may or may not work with the Selected FSMC to implement the FFVP grant.

The SFA is not currently a recipient of the FFVP grant.

**4.14 Community Eligibility Provision (CEP)**

DuPage County School District #45 does participate in the Community Eligibility Provision (CEP) program. The district is in year 3 of the application. All District 45 schools participate in the program and our claiming percentage is 72.93%.

Salt Creek School District #48 does not participate in the Community Eligibility Provision (CEP) program.

**4.15 Child and Adult Care Food Program(s) (CACFP)**

Not Applicable

**4.16 Summer Food Service**

Both DuPage County School District #45 and Salt Creek School District #48 provide breakfasts for summer school during the month of June.

**4.17 Catering**

Not Applicable

**4.18 Vending**

Not Applicable

**4.19 Additional Local Requirements**

DuPage County School District #45 has full preparation kitchens at both Jackson Middle School & Jefferson Middle School. Any meals made-from-scratch can be prepared at the middle schools and satellite to elementaries.

Salt Creek School District #48 has full preparation kitchens at Albright Middle School. Any meals made-from-scratch can be prepared at middle school and satellite to elementaries.

## **SECTION 5: SCHOOL FOOD AUTHORITY RESPONSIBILITIES**

- 5.1 The SFA shall ensure the food service is in conformance with its *Permanent Agreement* and the *Policy Statement for all reimbursable meals*.

- 5.2 The SFA shall retain control of the CNP nonprofit food service account and overall financial responsibility for the CNP.
- 5.3 The SFA shall retain control of the quality, extent, and general nature of its food service.
- 5.4 The SFA shall establish all selling prices, including price adjustments, for all reimbursable and non-reimbursable meals/milk and non-program foods sales (including A la Carte, vending, adult meals, contract meals, and catering) prices. (Exception: Non-pricing programs need not establish a selling price for reimbursable meals/milk.)
- 5.5 **Monitoring**  
The SFA shall monitor the food service operation of the Selected FSMC through periodic on-site SFA school building visits to ensure that the food service is in conformance with USDA program regulations [7 CFR 210.16](#). Further, if there is more than one school site, there is an additional requirement that the SFA conduct an on-site review of the counting and claiming system no later than February 1 of each year as required by [7 CFR 210.8](#).
- The records necessary for the SFA to complete the required monitoring activities must be maintained by the Selected FSMC under this contract and must be made available to the Auditor General, USDA, the state agency, and the SFA upon request for the purpose of auditing, examination, and review. (Reference [7 CFR 210.23\(c\)](#), [7 CFR 210.8\(a\)\(5\)](#), [7 CFR 210.16](#), and [7 CFR 250.54\(b\)](#) and other applicable laws)
- 5.6 **FSMC Performance Monitoring**  
When the SFA contracts with a Food Service Management Company (FSMC), the SFA must conduct performance monitoring of the FSMC contract through periodic on-site monitoring of the contracted requirements, as per [7 CFR 210.8\(a\)\(1\)](#), [7 CFR 210.16\(a\)\(3\)](#), and [7 CFR 250.54\(c\)](#).
- SFA performance monitoring of the FSMC should encompass determining whether the food service operation is in conformance with the SFA-FSMC agreement to operate the Program in accordance with requirements relating to Program regulations. Contract language should also confirm the SFA's responsibility to implement internal controls as required under [7 CFR 210.8\(a\)](#) and to ensure resolution of Program review and audit findings. Monitoring also includes:
- Ensuring all contract provisions are being fulfilled, such as local health and sanitation requirements.
  - Keeping records for menus, standardized recipes, production records, reimbursable meals served for all Programs operated, non-program revenues and expenses, and paid lunch equity calculations, if included.
  - Invoicing has all required supporting documentation submitted to the SFA.
  - Ensuring monthly invoice contains applicable USDA Food Credits.
  - Monthly monitoring of USDA Foods allocated and received to ensure USDA foods are being maximized in daily menus and on track for a utilized goal and credit to the SFA of 100% by the end of the contract year.
  - Monitoring functions may vary depending on the SFA-FSMC contract requirements.
- 5.7 The SFA shall approve the menus and recipes for meals and other food to be served or sold to students to ensure compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture.
- 5.8 The SFA shall inform the Selected FSMC of any adjustments to menus and monitor implementation of adjustments.

- 5.9 The SFA shall approve all a la carte items and the prices charged for those items in advance of sale by the Selected FSMC.
- 5.10 The SFA shall retain signatory authority on the Illinois State Board of Education *Annual School Application for Participation in Child Nutrition, Illinois Free Breakfast and Lunch, and Food Distribution Programs*; the *Policy Statement for all reimbursable meals*; the *Permanent Agreement*; and the *Child Nutrition Program Monthly Claim for Reimbursement*.
- 5.11 The SFA shall establish internal controls which ensure the accuracy of meal counts prior to the submission of each *Monthly Claim for Reimbursement* including:
- On-Site reviews of the meal counting and claiming system,
  - Reviews of meal count data for each site,
  - Edit checks of meal count data against the product of the eligibility data times an attendance factor, and
  - A system for following up on those meal counts which suggests the likelihood of meal count problems.
- 5.12 The SFA shall ensure USDA Foods received for use by the SFA and made available to the Selected FSMC are utilized within the specified Term (or any Renewal Terms) of the Contract in the SFA's food service operation for the preparation and service of meals and for other allowable uses in accordance with the Code of Federal Regulations, [7 CFR 250](#).
- 5.13 The SFA, in partnership with the Selected FSMC, shall maintain and post, in a publicly visible location, all reports on the most recent food safety inspection, and provide a copy of the food safety inspection reports to a member of the public upon request.
- 5.14 The SFA shall ensure all state and local regulations are met by the Selected FSMC preparing or serving meals at SFA facilities.
- 5.15 The SFA shall establish and the Selected FSMC shall participate in the formation, establishment, and periodic meetings of the SFA advisory board composed of students, teachers, and parents to assist in menu planning. (Reference [7 CFR 210.16\(a\)\(8\)](#)).
- 5.16 **Substitutions and Meal Modifications**  
The SFA shall be responsible for receiving medical statements regarding students' disabilities and/or special dietary needs and shall ensure the Selected FSMC complies with all special dietary accommodation requirements. Substitutions and modifications are made on a case-by-case basis and must be supported by a written statement of the need for substitutes that includes the recommended alternate foods, unless otherwise exempted by the Food and Nutrition Service, USDA. In the case of a student with disabilities, the statement must be signed by a State Licensed Healthcare Professional. For students without disabilities, the substitution must be consistent with the meal pattern requirements for the meal to be reimbursable.
- 5.17 **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 SFA shall be responsible for the development and distribution of the parent letter, and Application for Free and Reduced Price Meals, Direct Certification, and determination of

eligibility for free or reduced-price meals. The Selected FSMC may act as an agent for the SFA related to these responsibilities.

- c. The SFA shall be responsible for conducting any hearings related to determinations regarding eligibility for free or reduced-price meals.
- d. The SFA shall be responsible for verifying Applications for Free and Reduced Price Meals as required by USDA regulations.

5.18 The SFA shall be responsible for resolution of program reviews and audit findings.

5.19 **Professional Standards for School Nutrition Programs Personnel**

The SFA employed Food Service Director must ensure that all personnel, including the Selected FSMC employees, providing services for the school meal programs have met the required professional standards for state and local nutrition programs personnel pursuant to [7 CFR 210.30](#). Therefore, the SFA must require the Selected FSMC, and the Selected FSMC hereby agrees to provide, to provide annual documentation to the SFA showing the training hours and topics completed by all employees that meet this requirement.

5.20 **Illinois Web-based Systems**

The SFA assigned food service director and any other SFA employed staff that maintain food service responsibilities must have individual access to all Child Nutrition Program Illinois Web-Based Systems. Each user must have their own username and password, those in which cannot be shared internally or externally.

Each SFA user is responsible for maintaining the confidentiality of any login information associated with any account used to access the following systems. The user shall inform ISBE immediately if they become aware of any unauthorized access to their account. Accordingly, each user is responsible for all activities that occur under their account/s.

- a. Web-based Illinois Nutrition System (WINS)
- b. Illinois Commodity System (ICS)

## SECTION 6: FOOD SERVICE MANAGEMENT COMPANY RESPONSIBILITIES

- 6.1 The Selected FSMC shall always provide its services (including but not limited to the designations outlined in section 12.2) hereunder in accordance with generally accepted standards of care and best practices in the industry.
- 6.2 The Selected FSMC shall provide the specified meal types and services in the schools/sites listed in the exhibit sections of this RFP, which is part of the Awarded Contract.
- 6.3 The Selected FSMC shall serve meals on such days and at such times as requested by the SFA.
- 6.4 The Selected FSMC shall serve reimbursable meals and/or milk to children by their designated eligibility status by the SFA.
- 6.5 The Selected FSMC shall implement an *accurate point of service* count using the counting system submitted by the SFA in its application to participate in the CNP and reviewed by ISBE in the annual contract between the SFA and ISBE for the programs listed within, as required under USDA regulations. Such a counting system must eliminate the potential for the overt identification of free and reduced-price eligible students under USDA Regulation [7 CFR 245.8](#).
- 6.6 In order for the Selected FSMC to offer a la carte sales food service, the Selected FSMC must offer free, reduced price, and full price reimbursable meals to all eligible children.
- 6.7 The Selected 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.
- 6.8 The Selected FSMC shall implement the collection procedures as specified by the SFA and approved by the Illinois State Board of Education.
- 6.9 The FSMC shall implement the *Offer versus Serve* provision at the food service sites specified by the SFA listed in the exhibit sections of this RFP.
- 6.10 The Selected FSMC shall adhere to the 21-day cycle menu(s) and portion sizes specified by the SFA in the exhibit sections of this RFP for the first 21 days of meal service. Thereafter, changes in the menu(s) may be made with prior approval of the SFA who shall ensure all foods and beverages are of equivalent or better quality and variety as the foods and beverages required for the first 21 days of meal service. The meals must meet the USDA Meal Pattern as designated herein by the SFA for each Term of the Contract, if applicable. Meals must adhere to all calorie ranges and meet the nutrition standards for the Child Nutrition Programs for the age/grade groups of school children as required by the USDA Meal Pattern. Any changes made by the Selected FSMC after the first initial menu cycle for the applicable Child Nutrition Program may be made only with the approval of the SFA. The SFA shall approve the menus no later than two weeks prior to service. (Reference [7 CFR 210.16\(b\)\(1\)](#)).
- 6.11 The serving sizes provided by the SFA on the 21-day cycle menu(s) specified by the SFA in the exhibit sections of this RFP are, in most cases based on the required minimum serving sizes as required by the USDA Meal Pattern. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie ranges per five-day week and the nutrient standards as required by the USDA Meal Pattern, the Selected FSMC must adjust the serving sizes and/or provide additional food

items as necessary to meet the required calorie ranges and nutrient standards while meeting all USDA Meal Pattern requirements and without significantly altering the 21-day cycle menu(s).

- 6.12 The Selected FSMC shall be responsible for providing meals and menus appropriate for the age of the students served and acceptable to students evidenced by a minimum of plate waste and participation levels in the Child Nutrition Programs, as applicable.
- 6.13 The SFA shall establish and the Selected FSMC shall participate in the formation, establishment, and periodic meetings of the SFA advisory board composed of students, teachers, and parents to assist in menu planning. (Reference [7 CFR 210.16\(a\)\(8\)](#)).
- 6.14 The Selected FSMC shall promote efforts to increase Child Nutrition Program participation in all the sites listed within this RFP.
- 6.15 The Selected FSMC shall adhere to and assist in the implementation, enforcement, and evaluation of all nutrition-related requirements in the SFA's Local Wellness Policy as listed in the exhibit section of this RFP. The Selected FSMC shall remain informed of increasing industry standards and assist the SFA in modifying its Local Wellness Policy to reflect the highest current nutrition-related standards.
- 6.16 The Selected FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.
- 6.17 The Selected FSMC shall use, operate, and maintain in a sanitary condition SFA facilities for preparation of food to be served.
- 6.18 **Substitutions and Meal Modifications**  
The Selected FSMC is required to make modifications or substitutions to food components of the meal pattern for students with disabilities in accordance with [7 C.F.R. § 15b](#) when the disability restricts their diet and is permitted to make substitutions for students without disabilities when they are unable to eat regular meals because of cultural, religious, or ethical preferences. Refer to the requirements outlined in Section 5.
- 6.19 The Selected FSMC be responsible for depositing daily all monies received in the SFA's nonprofit food service account. All acceptable internal control procedures must be followed in accordance with SFA internal financial practices.
- 6.20 The Selected FSMC shall comply with all local and state food safety and sanitation requirements.
- 6.21 It will be the joint responsibility of the SFA and the Selected FSMC to protect the anonymity of all children receiving free or reduced-price meals, and methods for ensuring anonymity shall be jointly agreed upon; provided that nothing in this paragraph shall be construed to relieve the Selected FSMC of its independent obligation to protect the anonymity of all children receiving free or reduced-price meals and to provide the required quality and extent of goods and services hereunder.
- 6.22 The Selected FSMC may provide additional food services such as banquets, parties, and refreshments for meetings as requested by the SFA. USDA Foods shall not be used for these special functions unless the SFA's students will be primary beneficiaries.
- 6.23 The Selected FSMC shall administer training, conduct new hire orientation, manage compliance and sanitation licensure processes, promote continuous learning environment, and ensure delivery of

professional development for food service staff. Training shall include, but not limited to, all legally mandated training under the Illinois Human Rights Act or other state and federal laws, Civil Rights, professional standards regulations, POS system, how to operate kitchen equipment, food safety and sanitation.

6.24 **Professional Standards for School Nutrition Programs Personnel**

In accordance with Professional Standards for State and Local School Nutrition Programs Personnel as Required by the Healthy, Hunger-Free Kids Act of 2010. The Selected FSMC must follow regulations as described in this section of the RFP which govern the professional standards of its employees and/or employees of the SFA working under the terms and conditions of the Awarded Contract. (Reference [7 CFR 210.30](#)). For these employees, FNS proposed minimum educational requirements for new school nutrition program directors only, based on an LEA size/student enrollment (LEAs with 2,499 students or less, LEAs with 2,500-9,999 students, LEAs with 10,000-24,999 students, and LEAs with 25,000 or more students), shall be met.

Selected FSMC must provide documentation to show compliance with annual training standards. This documentation shall include at a minimum training hours and topics completed by FSMC staff.

Selected FSMC must provide evidence that the FSMC staff has the knowledge and skill to supply safe and nutritious meals that meet meal requirements.

6.25 **Food Supplier Data.** Food supplier data shall be submitted to the SFA at the time of the proposal, to the best of the FSMC's ability, and updated annually thereafter during the term of the contract. The FSMC shall submit the updated food supplier data. The data required under this Section shall include the name and address of each supplier, distributor, processor, and producer involved in the provision of the products that the proposer is to supply.

**SECTION 7:****FOOD DISTRIBUTION PROGRAM**

- 7.1 Any USDA Foods and/or Department of Defense (“DOD”) received for use by the SFA and made available to the Selected FSMC shall be utilized within the specified Term of the Contract in the SFA’s food service operation for the preparation and service of meals and for other allowable uses in accordance with the Code of Federal Regulations, [7 CFR 250](#).
- 7.2 The Selected FSMC shall accept and use USDA Foods in as large a quantity as may be efficiently utilized in the National School Breakfast and Lunch Programs subject to approval of the SFA. The SFA and Selected FSMC must order USDA Foods within the appropriate designated ISBE Food Distribution Systems in quantities sufficient to receive and credit the SFA for USDA Foods maximizing the SFA’s annual USDA Foods entitlement amount. The FSMC should have provided a minimum credit total of 85% of the SFA’s annual USDA Foods entitlement amount three (3) months prior to the annual contract end date with the expectation of 100% USDA Foods entitlement credit by the end of the annual contract term. If the Selected FSMC utilizes more than 100% of entitlement, all additional/bonus entitlement must also be credited by the end of the annual contract term.

If the SFA has not received a minimum credit total of 85% three (3) months prior to the annual contract end date:

- i. The Selected FSMC must submit a corrective action plan to the SFA on how the Selected FSMC will reach the expected 100% USDA Foods entitlement credit to the SFA by the end of the annual contract term. This corrective action plan will be submitted to ISBE for review and determination of compliance. If determined not in compliance a mandatory rebid may be required.
  - ii. The SFA must submit a corrective action plan to ISBE on how the SFA will ensure program control and maintain responsibility for the administration of the Child Nutrition Programs as per 7 CFR 210.
- 7.3 The Selected FSMC shall manage all USDA Foods to ensure the USDA Foods are utilized in the SFA’s food service.
- 7.4 The Selected FSMC shall utilize all USDA ground beef, ground pork, and processed end products received in the SFA’s food service. Commercially purchased foods shall not be substituted for these foods.
- 7.5 The Selected FSMC shall utilize all other USDA Foods or substitute commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA, in the SFA’s food service.
- 7.6 The Selected FSMC shall credit the SFA’s monthly bill/invoice the current market value, as issued by the Illinois State Board of Education, of all USDA Foods received during each Contract Term. The Selected FSMC must credit the SFA for all USDA Foods received for use in the SFA’s food service each Contract Term whether the USDA Foods have been used or not. Such credit shall be issued in full prior to the expiration of each Contract Term. The Selected FSMC may not hold deliveries to prevent receipt during the Contract Term. USDA Foods requested and allocated for the Contract Term must be receipted in full prior to the expiration of each Contract Term.

- 7.7 Credit issued by the Selected FSMC to the SFA for USDA Foods received during each Contract Term and used in the SFA's food service shall be recorded on the monthly bill/invoice as a separate line-item entry and shall be clearly identified and labeled. Attached to the invoice shall be a detailed list identifying each received USDA Foods item used in the SFA's food service and each USDA Foods item credit issued for unused USDA Foods, along with the current market value as issued by the Illinois State Board of Education.
- 7.8 The current market value of USDA Foods is based on the prices issued by the Illinois State Board of Education in compliance with [7 CFR 250.58\(e\)](#).
- 7.9 The SFA shall ensure the method and timing of crediting does not cause its cash resources to exceed limits established in [7 CFR 210.9\(b\)\(2\)](#).
- 7.10 At the end of each Contract Term and upon expiration or termination of the Contract, a reconciliation shall be conducted by the SFA to ensure and verify correct and proper credit has been received for the full value of all USDA Foods received by the Selected FSMC during each Contract Term for use in the SFA's food service.
- 7.11 The SFA shall verify receipt of USDA Foods shipments through its electronic records or by contacting the Illinois State Board of Education or processor as applicable.
- 7.12 The SFA reserves the right to conduct USDA Foods credit audits throughout each Contract Term to ensure compliance with federal regulations in accordance with [7 CFR 210](#) and [250](#).
- 7.13 The Selected FSMC may store and inventory USDA Foods together with commercial foods purchased for use in the SFA's food service. The Selected FSMC must meet all storage and inventory management requirements outlined in [7 CFR 250](#). USDA ground beef, ground pork, and processed end products shall be stored in a manner that ensures usage in the SFA's food service.
- 7.14 The Selected FSMC must accept liability for any negligence on their part that results in any loss, damage, out of condition, or improper use of USDA Foods not yet credited to the SFA and shall credit the SFA either monthly or through a fiscal year-end reconciliation.
- 7.15 **The SFA and the Selected FSMC shall consult and agree on end products to be produced from USDA Foods during each Contract Term.** If the SFA and FSMC cannot agree on end products, the Selected FSMC shall utilize the USDA Foods in the form furnished by the USDA.
- 7.16 The SFA shall have processing contracts in place when a commercial facility processes or repackages USDA Foods. The Selected FSMC shall pay all related processing fees and costs. The SFA shall not be responsible for any costs associated with processing USDA Foods. The National Processing Agreement and the State Processing Agreement must be used as the basis for the processing agreement as determined by the Illinois State Board of Education. The terms and conditions of the processing contract must comply with [7 CFR 250](#). In accordance with [7 CFR 250.51\(a\)](#), the Selected FSMC must credit the SFA for the full value of all USDA Foods received for use in the SFA's meal service in a school year or fiscal year (including both entitlement and bonus foods). This includes crediting for the value of USDA Foods contained in processed end products (per 7.19 below). Such credit shall be issued in full prior to the expiration of each Contract Term USDA Foods diverted for the Contract Term must be credited in full prior to the expiration of each Contract Term whether the processed end products have been used

or not. Unused diverted pounds credited to the SFA by the FSMC will be removed from the SFA's processor account(s) and placed in the State of Illinois' processor account(s).

- 7.17 The Selected FSMC shall not enter into subcontracts for further processing of USDA Foods.
- 7.18 The SFA shall be responsible for all delivery and freight/handling costs associated with USDA Foods. The SFA shall be responsible for all storage and warehousing costs associated with USDA Foods. Estimated annual delivery, freight/handling costs will be \$7.37 per case ordered for school year 2025-2026. USDA food entitlement value for school year 2024-2025 was (\$113,159.52 – Villa Park) & (\$6,719.40 – Salt Creek).
- 7.19 If the SFA is responsible for all storage and warehouse costs associated with USDA Foods as designated in 7.18 above, then the SFA shall provide reimbursement to the Selected FSMC for USDA Foods that are lost, damaged, or become out-of-condition due to the SFA's own negligence and for which the Selected FSMC has already credited the SFA.
- 7.20 ***In the event the Illinois State Board of Education pays the delivery fees of the USDA foods, this monthly cost savings must be returned to the SFA as a line-item credit on the applicable monthly invoice.***
- 7.21 If the Selected FSMC acts as an intermediary between a processor and the SFA, the Selected FSMC shall credit the SFA for the value of USDA Foods contained in the processed end products at the USDA Foods processing agreement value unless the processor is providing such credit directly to the SFA. Such credit shall be issued to the SFA on the monthly bill/invoice as a separate line-item entry and shall be clearly identified and labeled.
- 7.22 The Selected FSMC shall have records maintained and available to substantiate the receipt, use, storage, and inventory of USDA Foods. The Selected FSMC must submit to the SFA monthly inventory reports showing all transactions for processed and/or non-processed USDA Foods.
- 7.23 The SFA, Illinois State Board of Education, Comptroller General, and U.S. Department of Agriculture, or their duly authorized representatives, may perform on-site reviews of the Selected FSMC's food service operation, including the review of records, to ensure compliance with the requirements of the Contract and federal regulations ([7 CFR 210](#) and [250](#)).
- 7.24 The Selected FSMC must return all unused USDA ground beef products, ground pork products, and processed end products to the SFA upon termination, expiration, or non-renewal of the Contract.
- 7.25 At the discretion of the SFA, the Selected FSMC may be required to return other unused USDA Foods to the SFA upon termination, expiration, or non-renewal of the Contract.
- 7.26 The SFA shall retain title to all USDA Foods provided to the Selected FSMC for use in the SFA's food service.
- 7.27 The proposed rate per meal must be calculated as if no USDA Foods were available.

**SECTION 8:****PURCHASES/ BUY AMERICAN**

- 8.1 If the Selected FSMC is procuring goods or services which are being charged to the SFA under the Awarded Contract (e.g., equipment), the Selected FSMC is acting as an agent for the SFA and must follow the same procurement rules under which the SFA must operate and that the Selected FSMC may not serve as a vendor. Any rebates, discounts, or commissions associated in any manner with purchases must be returned to the nonprofit school food service account. Only net costs may be charged to the SFA.
- 8.2 Any purchase of food must meet the USDA Meal Pattern requirements and the Minimum Food Specifications listed in this RFP.

8.3 **Written Procurement Procedures**

The Selected FSMC must follow written procurement procedures established by the SFA when making purchases on behalf of the SFA. These written procedures must be compliant with federal, state, and local government procurement rules and regulations. Written procurement procedures will need to be kept on file at the SFA. These written procurement procedures will need to be made available during the SFA's procurement review along with all procurement records.

When making purchases on behalf of the SFA, the Selected FSMC may substitute its own procurement procedures, or otherwise deviate from the policies adopted by the SFA only with the approval of the SFA. In this event, the Selected FSMC must provide a copy of its procurement procedures to the SFA for approval by the SFA and procurement record requirements. Selected FSMC procurement procedures when used must be compliant with SFA's procurement procedures as well as be compliant with federal, state, and local government procurement rules and regulations.

- 8.4 The Selected FSMC shall retain title of all purchased food and nonfood items.

8.5 **Buy American Provision**

The Selected FSMC shall comply with the *Buy American Provision* for contracts that involve the purchase of applicable goods and services sold through Child Nutrition Programs the SFA participates, USDA Regulation [7 CFR 250](#). The Buy American provision requirements as stated in section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a provision, Section 12(n) to the National School Lunch Act (NSLA) (42 USC 1760(n)), requiring SFAs to purchase, to the maximum extent practicable, domestic commodities or products, including foods or food products. [7 CFR 250.17\(e\)](#).

This Buy American provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture. The Buy American provision applies to SFAs located in the 48 contiguous United States and is one of the procurement standards these SFAs must comply with when purchasing commercial food products served in the school meals programs.

Section 12(n) of the NSLA defines:

*"domestic commodity or product"* as an agricultural commodity that is produced in the U.S. and a food product that is processed in the U.S. substantially using agricultural commodities produced in the U.S. Report language accompanying the legislation noted that

*"substantially"* means over 51% from American products. Therefore, over 51% of the final processed product (by weight or volume) must consist of agricultural commodities that were grown domestically.

Thus, for foods that are unprocessed, agricultural commodities must be domestic, and for foods that are processed, they must be processed domestically using domestic agricultural food components that are comprised of over 51% domestically grown items, by weight or volume as determined by the SFA.

For the purpose of the Awarded Contract the requirement means that applicable goods and services procured on behalf of or by SFAs for use in the Child Nutrition Programs using nonprofit food service account funds, the product's food component is considered the agricultural commodity. FNS defines food component as one of the food groups, which comprises reimbursable meals.

The food components are meats/meat alternates, grains, vegetables, fruits, and fluid milk. Please refer to [7 CFR 210.2](#) for full definitions. Any product processed by a winning vendor must contain over 51% of the product's food component, by weight or volume, from U.S. origin. This definition of domestic product serves both the needs of schools and American agriculture. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are considered domestic products under this provision as these products are from the territories of the U.S.

The Offeror by signing the Offeror's Proposal is certifying meals sold through the SFA's nutrition program are prepared and processed in the U.S. and contains over 51% of its agricultural food component, by weight or volume, from the U.S.

If requested by the SFA, state, or federal government, the Selected FSMC will supply evidence supporting compliance with the Buy American provision. Additional clarification regarding the Buy American Provision can be found in *USDA Memo Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program* [SP 38-2017](#) dated 06/30/17.

In the event a domestic product is not available, the Selected FSMC must:

- Requests consideration from SFA (written documentation require) on the use of domestic alternative foods before approving an exception.
- Document the use of a non-domestic food exception when competition reveals the cost of domestic is significantly higher than non-domestic food.
- Document the use of a non-domestic alternative food due to the domestic food not produced or manufactured in sufficient and reasonable available quantities of a satisfactory quality.

- 8.6 The Selected FSMC shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States, or a food product processed in the United States substantially using agricultural commodities produced in the United States (U.S.).
- 8.7 The Selected FSMC shall not substitute commercially purchased foods for USDA ground beef, ground pork, and processed end products received.
- 8.8 The Selected FSMC may substitute commercially purchased foods for all other USDA Foods received. All commercially purchased food substitutes must be of the same generic identity as the USDA Foods received, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA.
- 8.9 The SFA shall ensure commercially purchased foods used in place of USDA Foods received are of the same generic identity as the USDA Foods received, of U.S. origin, and of equal or better quality than the USDA Foods as determined by the SFA.

- 8.10 The Selected FSMC shall certify the percentage of U.S. content in the products supplied to the SFA.
- 8.11 The Selected FSMC shall provide Nutrition Facts labels and any other documentation requested by the SFA to ensure compliance with U.S. content requirements.
- 8.12 For the duration of the Contract and all subsequent renewal Terms, as applicable, the Selected FSMC shall purchase foods and beverages that are equivalent or better in quality and variety as those items required in the 21-day cycle menu, per the requirements outlined above and the food specifications contained herein.
- 8.13 **Locally grown and locally raised unprocessed agricultural products**  
Locally grown food and agricultural products for our school district food service program are fresh, minimally processed items sourced from nearby farms and businesses. They support local economies, enhance meal quality, promote sustainability, and provide educational opportunities for students.

## SECTION 9: USE OF FACILITIES, INVENTORY, AND EQUIPMENT

9.1 The Selected FSMC shall maintain adequate storage procedures, inventory, and control of USDA Foods in conformance with the SFA's agreement with the ISBE.

### 9.2 Facilities

- a. The SFA shall make available without any cost or charge to the Selected FSMC, the areas and premises agreeable to both parties in which the Selected FSMC shall render its services.
- b. The Selected FSMC shall not use the SFA's facilities to produce food, meals, or services for other organizations or otherwise use the facilities of the SFA for any reason other than those specifically provided for in the Contract without the express written consent of the SFA.
- c. The Selected FSMC shall provide the SFA with one set of keys for all food service areas secured with locks.
- d. The SFA shall return facilities and equipment to the Selected FSMC in the same condition as received when the SFA uses the facilities for extra-curricular activities.
- e. The SFA shall provide sanitary toilet facilities for the Selected FSMC employees.
- f. The Selected FSMC is responsible and liable for any physical, personal, property damages caused by the Selected FSMC, its employees, or any subcontractors.
- g. The SFA reserves the right, at its sole discretion, to use its facilities to sell or dispense any food or beverage before or after regularly scheduled lunch or breakfast periods provided such use does not interfere with the operation of the Child Nutrition Programs.
- h. The SFA shall have access, with or without notice to the Selected FSMC, to all SFA facilities used by the Selected FSMC for inspection and audit purposes.

### 9.3 Inventory

- a. Prior to the start of initial operations, the Selected FSMC and the SFA will take a beginning inventory of all usable food, supplies, and USDA Foods on the premises. The Selected FSMC will utilize such inventory at a value determined by invoice. On termination of the contract, the Selected FSMC and the SFA will take a similar inventory. If the value of the ending inventory is greater than the beginning inventory, the difference shall be added to the Selected FSMC's Cost of Business and if lesser, the difference shall be subtracted from the Selected FSMC's Cost of Business. It is understood that all usable food, supplies, and USDA Foods on the SFA's premises are the property of the SFA and not on loan from the Selected FSMC. The Selected FSMC shall **never** remove any usable food, supplies, or USDA Foods from SFA premises, regardless of ownership, without authorization from SFA. Any missing usable food, supplies, or USDA Foods will be deducted from the Selected FSMC invoice. Any remaining balance will be billed to the Selected FSMC. Supplies include but are not limited to the following: manuals of any kind, menus, small wares, equipment, and office supplies of any kind, furniture, and records of any kind.

- b. In section II, “Designation of Program Expenses to be completed by SFA”, Section 12 of this RFP, if SFA designates itself under column II (SFA) as the responsible party for described item; “Equipment—Expendable” (e.g., trays, tableware, glassware, utensils, silverware, kitchen utensils, and other operating items necessary for the food service operation), the SFA will replace expendable equipment and replace, repair, and maintain nonexpendable equipment except when damages result from the use of less than reasonable care by the employees of the Selected FSMC. Otherwise, if the Selected FSMC is designated in column I (Selected FSMC) with this responsibility, then the Selected FSMC shall maintain this inventory at the inventory level as specified by the SFA.
- c. The Selected FSMC shall maintain the inventory of silverware, tableware, kitchen utensils, and other operating items necessary for the food service operation and at the inventory level as specified by the SFA.

#### 9.4 **Equipment**

- a. The SFA shall furnish and install any equipment and make any structural changes needed to comply with federal, state, and local laws, ordinances, rules, and regulations.
- b. The Selected FSMC and SFA shall inventory the equipment and supplies owned by the SFA at the beginning of the school year and the end of the school year, including but not limited to flatware, trays, tableware, glassware, and kitchen utensils. The Selected FSMC will be responsible for correcting any discrepancies and any equipment repairs that are not the result of normal wear and tear within 30 days of the end-of-the-school-year inventory, or, in the case of repairs of equipment necessary for the preparation of food or other services to be provided under this Contract, no later than 30 days after discovery of any defect in such equipment requiring pair.
- c. The SFA shall repair and service equipment except when damages result from the use of less-than-reasonable care by the FSMC employees or agents as determined by the SFA. When damage results from less-than-reasonable care on the part of any FSMC employees or agents, it will be the FSMCs responsibility to repair and service the damaged equipment, incurring all applicable fees and costs, within a reasonable timeframe to ensure no disruption in service. Title and all warranties to such equipment shall be transferred or assigned to SFA.
- d. The Selected FSMC shall provide, at no cost to the SFA, complete maintenance, repair, and replacement services for all FSMC-owned property and equipment.
- e. The Selected FSMC shall maintain the inventory of expendable equipment necessary for the food service and at the inventory level as specified by the SFA.
- f. The Selected FSMC and/or its employees or agents shall not remove equipment or property of the SFA from the SFA’s premises including, but not limited to, food preparation and/or serving equipment without the permission of the SFA.
- g. The SFA must give prior approval and have final authority for the purchase of equipment used for the storage, preparation, serving, and/or delivery of school meals. The Selected FSMC shall comply with all state laws and regulations governing public works projects if such equipment or the installation of such equipment constitutes a public work under Illinois law, including without limitation the Illinois Prevailing Wage Act.
- h. The Selected FSMC shall provide written notification to the SFA of any equipment belonging to the Selected FSMC within ten days of its placement on SFA premises.

- i. The Selected FSMC shall retain title to all FSMC-owned property and equipment when placed in service. If the property and/or equipment is amortized through the FSMC and the Contract expires or is terminated, the SFA can return the property to the FSMC for full release of the unpaid balance or continue to make payments in accordance with amortization schedules.
- j. The SFA shall not be legally responsible for loss or damage to equipment and/or vehicles owned by the Selected FSMC and located on SFA premises.
- k. The Selected FSMC shall surrender all SFA owned equipment and furnishings in good repair and condition to the SFA upon termination of the Contract, reasonable wear and tear excepted. An inventory file must be presented to the SFA with proof of purchase that the items were in fact purchased by the Selected FSMC. If the Selected FSMC cannot provide an inventory and receipt of purchase, the items will stay as property of the SFA.
- l. The SFA shall be legally responsible for any losses of USDA Foods which may arise due to equipment malfunction or loss of electrical power not within the control of the Selected FSMC.
- m. Upon expiration or termination of the Contract, it shall be the Selected FSMC's responsibility to remove all Selected FSMC-owned property and equipment within a timely manner and without damage to SFA facilities.
- n. The SFA shall retain title to all SFA-owned property and equipment when placed in service. If the property and/or equipment is amortized through the Selected FSMC and the Contract expires or is terminated, the SFA can return the property to the Selected FSMC for full release of the unpaid balance or continue to make payments in accordance with amortization schedules.

**9.5 Acquisition of Equipment, Marketing Materials or Supplies for the Food Service Program**

- a. The following provisions will apply to Selected FSMC acquisition of equipment, marketing materials, or other supplies for the food service program, as applicable:
  - i. Non-Expendable Equipment: is defined as equipment with a value over \$5,000, or lower local threshold per unit and expected to last over one year. The Selected FSMC will not purchase non-expendable equipment or other supplies for the food service program.
  - ii. Expendable Equipment: is defined as equipment with a value under \$5,000, or lower local threshold per unit, commonly referred to as smallware's (serving utensils, trays, etc.). The Selected FSMC will not purchase expendable equipment or other supplies for the food service program.
  - iii. Exhibit F is a list of equipment (expendable and/or non-expendable) that the Selected FSMC is expected to provide and are included in the investment value(s) above.
  - iv. The Selected FSMC may create and/or provide marketing materials for the food service program. These costs are not to be billed/ invoiced to the SFA. The FSMC awarded the Contract shall be responsible for providing and installing, as applicable, all marketing materials as deemed necessary to meet the terms of this contract for the provision of the contractual services required by the Contract.
  - v. The Selected FSMC shall be subject to the same procurement requirements to which the SFA is subject in any procurement action. The Selected FSMC may not serve as a vendor or supplier when procuring on behalf of the SFA's food service. The SFA shall reimburse the Selected FSMC its actual costs, net of all discounts, rebates and other applicable credits accruing to or received by the Selected FSMC or any assignee under the contract when the

equipment, marketing materials, or other supplies were purchased, which shall be charged to the SFA as an operating expense of the food service program. Any such purchases shall be free of Selected FSMC logos; only manufacture logos are acceptable. Ownership of the equipment, marketing materials, or other supplies will vest in the SFA upon full and final payment to the Selected FSMC. Upon such payment, the Selected FSMC shall deliver a bill of sale evidencing transfer of title to the equipment to the SFA. Purchases made by the Selected FSMC that are part of and/or included in the fixed meal price, administration fee, or management fee are excluded from this subsection of the RFP and as a result, such purchases may contain FSMC logos.

- vi. If the Awarded Contract expires or is terminated prior to the complete repayment of the equipment, the SFA shall, on the expiration date, or within five days after receipt by either party of any notice of termination under the awarded contract, reimburse the Selected FSMC the unpaid portion of the equipment.
- b. Except as otherwise expressly provided in this contract, the Selected FSMC will defend, indemnify, and hold the SFA harmless from and against all claims, liability, loss and expense, including reasonable collection expenses, attorneys' fees and court costs that may rise because of the sole negligence, misconduct, or other fault of the Selected FSMC, its agents or employees in the performance of its obligations under this contract, except to the extent any such claims or actions result from the negligence of the SFA, its employees or agents. This clause shall survive termination of the Awarded Contract.
- c. The SFA and the Selected FSMC shall work together to ensure a financially sound operation.

#### 9.6 **Vehicle**

The Selected FSMC shall provide all necessary vehicles and transportation required for the delivery of meals or other service in accordance with this Contract. At all times during the term of this Contract and as more fully set forth herein, the Selected FSMC shall maintain all required automobile liability insurance for vehicles owned or leased by the FSM that are used to provide services under this Contract. Such vehicles shall be maintained in good and working conditions. The SFA shall not be responsible for any loss or damage to vehicles owned by the FSMC arising as a result of or in connection with this Contract.

#### 9.7 **Point of Sale (POS) System**

The Selected FSMC is responsible for the daily operation and technical support of the SFA Point of Sale (POS) System, Heartland/Mosaic. All FSMC employees must be professionally trained in the use of the SFA's POS system.

## SECTION 10: FOOD SAFETY AND SANITATION

- 10.1 The SFA shall comply with food safety inspection requirements as prescribed by USDA for its facilities and shall ensure that all state and local regulations are being met by the Selected FSMC preparing or serving meals at any SFA facility.
- 10.2 The Selected FSMC shall maintain 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 Awarded Contract as required under USDA Regulations [7 CFR 210.16\(c\)](#) and shall comply with food safety inspection requirements as prescribed by USDA for its facilities and shall ensure that all state and local regulations are being met in its facilities.
- 10.3 **The Food Handling Regulation Enforcement Act:** The Selected FSMC must adhere to The Food Handling Regulation Enforcement Act ([410 ILCS 625](#)) which includes the requirements of all food service area employees or food handlers that work with open/unpackaged foods, food service equipment or utensils, or any food contact surfaces to receive an approved food handler training.
- 10.4 The Selected FSMC shall place garbage and trash in containers as specified by the SFA and place them in designated areas.
- 10.5 The SFA shall remove all garbage and trash from the designated areas.
- 10.6 The Selected FSMC shall clean the kitchen areas for each site listed in Exhibit A School/Site Data Listing including, but not limited to, sinks, refrigerators, freezers, stoves, ovens, warming units, counters tables, chairs, flatware, and utensils.
- 10.7 The Selected FSMC shall operate and care for all equipment and food service areas in a clean, safe, and healthy condition in accordance with standards acceptable to the SFA and comply with all applicable laws, ordinances, regulations, and rules of federal, state, and local authorities.
- 10.8 The SFA shall clean grease traps, walls, floors, light fixtures, window coverings, and ducts and hoods above the filter line.
- 10.9 The SFA shall provide pest control services as needed.
- 10.10 The SFA shall clean the dining/cafeteria area, including tables, chairs, and floors after the meal service.
- 10.11 The SFA, the Illinois State Board of Education, and the U.S. Department of Agriculture reserve the right to inspect the Selected FSMC's preparation and storage facilities and transporting vehicles prior to award of Contract and without notice at any time during each Contract Term, including the right to be present during preparation and delivery of meals.
- 10.12 The Selected FSMC must provide meals when requested for periodic inspection by the local or state health department or an independent agency to determine the bacterial levels in the meals served.

**SECTION 11:****EMPLOYEES**

- 11.1 The Selected FSMC shall provide staff to manage the SFA's food service operations and supervise all employees. The Selected FSMC shall provide a list of names of staff assigned to the SFA, including title, and assigned location.
- 11.2 The Selected FSMC shall be responsible for the daily supervision and training of personnel, including SFA-employed staff. Supervision activities include, but are not limited to, employee and labor relations, assigning of duties, enforcing sanitation and safety standards, checking the quality and quantity of food, and personnel development. The Selected FSMC shall also be responsible for the hiring and termination of food service-related staff who are employees of the Selected FSMC.
- 11.3 The Selected FSMC shall comply with all wage and hours of employment regulations and requirements of federal, state, and local law.

The Selected FSMC must comply with the State of Illinois Minimum Wage Law ([820 ILCS 105/1-15](#)) and the hourly minimum wage rates as amended by Public Act 101-0001 (together the "Minimum Wage") at all times during the Term of the Contract or any Renewal Term.

The Selected FSMC must: (i) pay its employees, as defined, and required by the Illinois Minimum Wage Law, no less than the Minimum Wage for work performed under the Contract; and (ii) require any subcontractors, sublicensees, or subtenants, to pay their employees no less than the Minimum Wage for work performed under the Contract.

**11.4 Supplemental Wage Billback:**

Supplemental wage billing related to any applicable Local, State and/or Federal mandated labor laws including, but not limited to, the fixed minimum wage and the paid leave for all workers act, **will not** be allowable during the initial contract term or any applicable renewal term. The Selected FSMC will take full responsibility of all applicable labor laws and submit a proposal accordingly. Any offeror that erroneously calculates their proposal shall be responsible for any and all costs incurred as a result of, or in connection with, the need to provide wage increases or additional paid leave benefits under the law.

- 11.5 The Selected FSMC shall pay all FSMC employees in accordance with the Fair Labor Standards Act and any other applicable statutes.
- 11.6 The Selected FSMC and SFA recognize that one of the most important elements of a successful food service program is the staff employed to administer the food service program. The FSMC shall have a certified dietitian on staff who shall have input on local decisions regarding the dietary needs for the program. The FSMC shall be responsible for the employment of all staff necessary for the safe, timely, and efficient distribution of meals to students and members of the SFA staff.
- 11.7 The Selected FSMC shall instruct its employees to abide by the policies, rules, and regulations, with respect to use of SFA premises, as established by the SFA's Board of Education or procedures adopted by its administration, which shall be made available to the Selected FSMC and furnished in writing electronically and/or in print.
- 11.8 The Selected FSMC shall provide the SFA with a list of its personnel policies and employee handbook.

11.9 The Selected FSMC shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the SFA due to a conviction of a crime listed in 105 ILCS 5/10-21.9(c) and 105 ILCS 5/21B-80 or who is listed in the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry. The Selected FSMC shall make every employee who will be sent to any school building or school property and who will have direct, daily contact with pupils available to the SFA for submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before any employee or agent is sent to any school building or school property. The Selected FSMC will reimburse the SFA for the costs of the checks. The SFA must provide a copy of the report to the individual employee but is not authorized to release it to the Selected FSMC. The FSMC may not assign any employee to perform work for SFA in a position involving direct daily contact with pupils if the SFA objects to the assignment pursuant to this paragraph.

11.10 The FSMC shall certify that it has performed employment history reviews as required by 105 ILCS 5/22-94 for its employees that will have direct contact with children or students either at the time of the initial hiring of the employee or prior to the assignment of an existing employee to perform work at the SFA's school buildings or property. The FSMC shall maintain records documenting employment history reviews for all employees and, upon request, shall provide the SFA access to the records pertaining to that employee.

Prior to assigning an employee to perform work for an SFA involving direct contact with children or students, the FSMC shall inform the SFA of any instance known the FSMC in which the employee:

- a. Has been the subject of a sexual misconduct allegation unless a subsequent investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated.
- b. Has ever been discharged, been asked to resign from, resigned from, or otherwise been separated from any employment; been removed from a substitute list; been disciplined by an employer; or had an employment contract not renewed due to an adjudication or finding of sexual misconduct or while an allegation of sexual misconduct was pending or under investigation, unless the investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated.
- c. Has ever had a license or certificate suspended, surrendered, or revoked due to an adjudication or finding of sexual misconduct or while an allegation of sexual misconduct was pending or under investigation, unless the investigation resulted in a finding that the allegation was false, unfounded, or unsubstantiated.

11.11 For each FSMC employee, at its own expense, the Selected FSMC shall perform checks of the Statewide Sex Offender Database, as authorized by the Sex Offender Community Notification Law (730 ILCS 152/101 *et seq.*), and the Statewide Child Murderer and Violent Offender Against Youth Database, as authorized by the Child Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75–105), at least once for every five years the employee remains employed by the FSMC. All results must be provided to the SFA.

11.12 All FSMC employees are required to attend a Blood Borne Pathogen training session. These sessions are provided by the SFA at no charge to the FSMC. In compliance with OSHA regulation, 29 CFR 1910/1030 (passed 12/6/91), and the Illinois Department of labor regulation passed (1/29/93). Universal Precautions are to be followed for handling blood and other potential infectious materials. The SFA will provide training sessions at the beginning of the school year with the school nurse.

- 11.13 The SFA shall include a current schedule of employees, positions, assigned locations, hours of work, wages, and benefits (as applicable) on Exhibit G which is the minimum expectation for staffing. All proposers must submit a proposal that includes a schedule of employees, positions, assigned locations, salaries, and hours to be worked. The proposal must include the cost of a Food Service Director and other Salaried Management, minimum wage increases, wage increases, costs related to benefit packages, costs related to the Paid Leave for All Workers Act, and/ or any other law impacting wages and benefits, as applicable.
- The Selected FSMC shall provide a full-time Food Service Director. The Food Service Director provided to the SFA may be shared with other SFA(s). The Selected FSMC's Food Service Director must comply with the minimum hiring standards established in 7 CFR 210.30(b) and the Program Manager must comply with the education and training standards established in 7 CFR 210.30(c).
  - Any offeror that erroneously calculates their proposal shall be responsible for any and all costs incurred as a result of, or in connection with, the need to provide wage increases or additional paid leave benefits under the law. The SFA will not provide guidance with response to compliance, and offerors are encouraged to consult their legal counsel when using Exhibit G for purposes of calculating the cost of their proposal.
- 11.14 The Selected FSMC shall maintain the same minimum level of employee positions, hours, wages, and benefits as stipulated in this RFP throughout the entire Contract Term, as applicable, unless a reduction in the required levels is authorized by the SFA. The Selected FSMC shall provide the SFA with written notice of any increases in employee positions, hours, wages, and benefits. Increase in employee positions, hours, wages, and benefits are at the expense of the Selected FSMC.
- 11.15 In the event a reduction in employee positions, hours, wages, and/or benefits occurs, and such reduction is authorized by the SFA, the Selected FSMC shall credit the SFA's monthly bill/invoice for the exact dollar amount related to the cost of the labor reduction as indicated in this RFP for the remainder of the Contract Term and all subsequent Contract Terms, as applicable, including the value of any subsequent and future increases in employee wages and benefits. Such credits shall be termed a Labor Reduction Fee.
- 11.16 The Selected FSMC must ensure that the employees' hours listed are not used for catering or special functions.
- 11.17 The Selected FSMC shall ensure that, pursuant to 105 ILCS 5/24-5, not more than 90 days preceding the time of presentation of the Contract to the school board, all individuals who have direct, daily contact with pupils performing services on the Selected FSMC's behalf in or for schools shall have evidence of physical fitness to perform duties assigned and are free from communicable diseases, and may be subject to additional health examinations, including screening for tuberculosis, prior to performing any such services in or for schools, and shall ensure that all such individuals comply with all requirements established by the Illinois Department of Public Health, any controlling State mandate (including Executive Orders) or any local rule of the SFA. FSMC shall provide the SFA with evidence of physical fitness to perform duties assigned and freedom from communicable disease.
- 11.18 Upon written request of the SFA, the Selected FSMC will remove any Selected FSMC employee who violates health requirements or conducts himself/herself in a manner which is detrimental to the physical, mental, or moral well-being of students or staff, or otherwise violates SFA policies, procedures, and practices.
- 11.19 In the event of the removal or suspension of any employee, the Selected FSMC shall immediately restructure its staff without disruption in service.

- 11.20 All food service personnel assigned to each school shall be instructed on the use of all emergency valves, switches, and fire and safety devices in the kitchen and cafeteria areas.
- 11.21 The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon by the parties and shall be in compliance with local policy as well as all applicable state and federal laws including but not limited to the federal Fair Labor Standards Act [29 USC 212], the Illinois Child Labor Law [820 ILCS 205-1-22], the Illinois Vocational Education Act [105 ILCS 435/1 et seq.], and their implementing rules and regulations.
- 11.22 The Selected FSMC shall provide daily, on-site supervisory personnel dedicated solely to the SFA, for the overall food service. The SFA retains final approval authority for the Selected FSMC's local management position(s).
- 11.23 The Selected FSMC shall conduct civil rights training for all food service employees, including front-line staff, on an annual basis. Civil rights training must include:
- Collection and use of data,
  - Effective public notification systems,
  - Complaint procedures,
  - Compliance review techniques,
  - Resolution of noncompliance,
  - Requirements for reasonable accommodation of persons with disabilities,
  - Requirements for language assistance,
  - Conflict resolution, and
  - Customer service.
- 11.24 **Professional Standards for School Nutrition Programs Personnel:** Personnel providing services for the school meal programs must have the required USDA Professional Standards for State and Local School Nutrition Programs Personnel annual training. Therefore, the Selected FSMC is required to provide documentation showing the training hours and topics completed by all food service-related personnel.

The proposed standards for SFA employees are summarized in the following:

**Summary of Required Minimum Continuing education/ Training Standards for ALL LEA/SFA Sizes**

<b>New and Current Directors</b>	<p>Annually, at least 12 hours of continuing education/ training.</p> <p>Includes topics such as:</p> <ul style="list-style-type: none"> <li>• Administrative practices (including training in application, certification, verification, meal counting, and meal claiming procedures).</li> <li>• Any specific topics required by FNS, as needed, to address Program integrity or other critical issues.</li> </ul> <p>This required continuing education/training is in addition to the food safety training required in the first year of employment.</p>
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<b>New and Current Managers</b>	<p>Annually, at least 10 hours of continuing education/training.</p> <p>Includes topics such as:</p> <ul style="list-style-type: none"> <li>• Administrative practices (including training in application, certification, verification, meal counting, and meal claiming procedures).</li> <li>• The identification of reimbursable meals at the point of service.</li> <li>• Nutrition, health and safety standards.</li> <li>• Any specific topics required by FNS, as needed, to address Program integrity or other critical issues.</li> </ul>
<b>New and Current Staff</b> (other than the director and managers) that work an average of at least 20 hours per week	<p>Annually, at least six hours of continuing education/training.</p> <p>Includes topics such as:</p> <ul style="list-style-type: none"> <li>• Free and reduced-price eligibility.</li> <li>• Application, certification, and verification procedures.</li> <li>• The identification of reimbursable meals at the point of service.</li> <li>• Nutrition, health and safety standards.</li> <li>• Any specific topics required by FNS, as needed, to address Program integrity or other critical issues.</li> </ul>
<b>New and Current Part-Time Staff</b> (working less than 20 hours per week)	<p>Each year, at least 4 hours of annual continuing education/training (regardless of number of part-time hours).</p>

- 11.25 If the non-instructional services outlined in this agreement are currently performed by any employee or bargaining unit member of the SFA, the FSMC agrees to abide by the requirements set forth in 105 ILCS 5/10-22.34c.
- 11.26 The Selected FSMC shall be responsible for providing uniforms, at no charge, to their employees. The uniform shall bear the name of the FSMC. For kitchen staff, uniforms consist of, at a minimum, two shirts, hat/visor/hairnet, slip resistant footwear and an apron. For drivers (if applicable), appropriate weight coats (light for fall and heavy for winter) are to be provided.

<b>SECTION 12:</b>	<b>DESIGNATION OF PROGRAM EXPENSES</b>
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12.1 The Selected FSMC guarantees to the SFA that the solicitation meal rates and fees for each reimbursable school meal and a la carte equivalent shall include the expenses designated under Column I. The Selected FSMC shall be responsible for negotiating/paying all employees' fringe benefits, employee expenses, and accrued vacation and sick pay for staff on their payroll.

12.2 The SFA shall pay those expenses designated under Column II.

Description	Column I (Selected FSMC)	Column II (SFA)
<b>Labor</b>		
On site Managers and/or Supervisors	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Full time Workers, hourly	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Part time Workers, hourly	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driver	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employee background check	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employee fingerprinting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Employee Benefits</b>		
Life Insurance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Medical/Dental Insurance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Retirement Plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Social Security	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vacation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sick Leave	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Holiday Pay	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tuition Reimbursement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Labor Relations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Unemployment Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workers Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Processing and Payment of Payroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Food</b>		
Commercial Foods (General food purchases)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
USDA Foods		
Freight/ Delivery Costs	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storage/Warehouse	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Other Expenses</b>		
Accounting		
Bank Charges	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Data Processing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Recordkeeping	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Processing and Payment of Invoices	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Description	Column I (Selected FSMC)	Column II (SFA)
Equipment— Nonexpendable over \$5,000, or lower local threshold per unit and expected to last over one year		
Original Purchase	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Routine Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Major Repairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Equipment—Expendable (e.g., trays, tableware, glassware, utensils)		
Original Purchase	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cleaning/Janitorial Supplies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Insurance		
Liability Insurance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Insurance on Supplies/Inventory	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laundry and Linen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employee Uniforms	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Office Materials (computers/printers/supplies)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paper/Disposable Supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pest Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Point of Sale (POS) system	<input type="checkbox"/>	<input checked="" type="checkbox"/>
POS tickets/ lunch cards/ tokens	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Postage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Printing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Product Testing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Promotional/Marketing Materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Taxes and License	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Telephone		
Local	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Long Distance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transportation of Meals	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Trash Removal		
From Kitchen	<input type="checkbox"/>	<input checked="" type="checkbox"/>
From School Premises	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Travel		
Required	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Requested	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Utilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vehicles	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle Gas/Diesel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**SECTION 13:****INVOICING AND PAYMENT TERMS**

- 13.1 All proposals must be calculated based on the menu(s), food specifications, USDA Meal Pattern, and Nutritional Standards and on the projected annual units provided on the *Proposed Fixed Meal Rates* form, all attached herein. All proposals shall be submitted using the *Proposed Fixed Meal Rates* form. All rates must be written in ink or typed in the blank space(s) provided and the estimated totals must be carried out to the second decimal place and must not be rounded.
- 13.2 The proposed rate(s) must be calculated net of applicable discounts, rebates, and credits received by the Selected FSMC and must not include the use of USDA Foods or any alternate pricing structure.
- 13.3 The Selected FSMC shall comply with the rules, regulations, policies, and instructions of the State of Illinois, ISBE and USDA and any additions or amendments thereto, including USDA regulations [7 CFR 210](#) (NSLP), [215](#) (SMP), [220](#) (SBP), [225](#) (SFSP), [226](#) (CACFP), [245](#), [250](#), and [2 CFR 200](#), as applicable.
- 13.4 The Selected FSMC shall invoice SFA at the end of each month. No advanced payments are allowed to be paid to the Selected FSMC.
- 13.5 The SFA shall pay the Selected FSMC the fixed meal rate(s) and any applicable fixed management fee(s) within 30 days of submission of an invoice and for each monthly period of program operation.
- 13.6 No payment will be made to the Selected 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 this RFP.
- 13.7 Only fixed meal price(s) described in this RFP and resulting Awarded Contract will be paid.
- 13.8 All fixed meal price(s) invoiced to SFA shall contain sufficient details to ensure contract fixed meal price(s) are being adhered too. This level of invoicing detail is important to support transparency in the payments to Select FSMC by the SFA and requests made by internal SFA staff, state, and federal auditors including possible open records requests. The Selected FSMC cannot claim any reimbursable costs invoiced to SFA are proprietary.
- 13.9 SFA reserves the right to request, and the Selected FSMC shall provide without reasonable delay, additional details for any item on an invoice which groups more than one item together for payment.
- 13.10 Upon termination of the Awarded Contract, all outstanding amounts shall immediately become due and payable.
- 13.11 **A la Carte Equivalency Factor**
- a. For the purposes of this Contract, a la carte shall be inclusive of all foods and beverages sold to students that do not constitute a component of a reimbursable meal plus all foods and beverages sold to adults during any and all meal services provided within the scope of this Contract.
  - b. The Selected FSMC and SFA shall determine a la carte meal equivalents by the following calculation method: Dividing all a la carte revenue by the a la carte equivalency factor. This factor is determined by taking the sum of the Federal and State free lunch reimbursement rates plus the value of USDA entitlement and bonus donated foods, Planned Assistance Level (PAL), established in July. The a la carte equivalency factor to be utilized for the initial 2025–2026 Contract Term is \$5.03

- c. In Contract renewal Terms, the a la carte equivalency factor will be changed annually to reflect the change in the sum of the reimbursement rates and PAL as stated above. The rates used will be those established in July of the preceding fiscal year and be published annually on the Illinois State Board of Education Nutrition Department [webpage](#).

- 13.12 The Selected FSMC shall credit the SFA's monthly bill/invoice the current market value of all USDA Foods as designated herein. Credit issued by the Selected FSMC to the SFA for USDA Foods received during each Contract Term and used in the SFA's food service shall be recorded on the monthly bill/invoice as a separate line-item entry and shall be clearly identified and labeled. Attached to the invoice shall be a detailed list identifying each received USDA Foods item used in the SFA's food service and each USDA Foods item credit issued for unused USDA Foods, along with the current market value as issued by the Illinois State Board of Education. Prior to the expiration of each Contract Term, the SFA shall be credited in full for all USDA Foods received.
- 13.13 The SFA shall ensure the method and timing of crediting does not cause its cash resources to exceed the limits established in [7 CFR 210.9\(b\)\(2\)](#).
- 13.14 The Selected FSMC must submit all invoices pertaining to the SFA nonprofit food service within 30 days of the last day of each month or the final day of the program.
- 13.15 The Selected FSMC shall submit separate billing for special functions conducted outside of the nonprofit school food service account.
- 13.16 The fixed meal rate for meals must be calculated as if no USDA Foods were available.
- 13.17 The Selected FSMC shall invoice each SFA outlined in this solicitation directly for the meals specific to their operation as per the terms outlined in this RFP at the fixed price per meal rates listed in the Awarded Contract.

**SECTION 14:****REVENUE**

- 14.1 The SFA shall receive all revenue from the food service and food service areas, including but not limited to all state and federal reimbursements, Child nutrition Program grants, sales from student meals, adult meals, vending machines and a la carte.
- 14.2 The food service revenue shall be used only for the SFA's nonprofit food service.
- 14.3 The food service revenue shall flow through the SFA's chart of accounts.
- 14.4 The Selected FSMC will annually provide SFA with information on food costs and revenues for reimbursable meals and for non-program foods to determine compliance with program requirements for revenue from non-program foods.
- 14.5 All goods, services, or monies received as the result of any equipment or USDA Foods rebate shall be credited to the SFA's nonprofit food service account.
- 14.6 If reimbursement is denied as a direct result of the failure of the Selected FSMC to comply with the provisions of this Contract, the Selected FSMC shall assume responsibility for the amount denied.

## **SECTION 15: LICENSES, CERTIFICATIONS, AND TAXES**

- 15.1 Throughout the Term of the Contract and each renewal Term, the Selected FSMC shall obtain and maintain all applicable licenses, permits, and health certifications required by federal, state, and local law, and hold harmless SFA for its failure to do so. The approximate prior annual cost for licenses/permits was \$2,000.
- 15.2 The Selected FSMC shall have state or local health certification for any facility outside the SFA in which it proposes to prepare meals, if applicable, and must maintain this health certification for each Contract Term.
- 15.3 The Selected FSMC shall be responsible for paying all applicable taxes and fees, including (but not limited to) excise tax, state and local income tax, payroll, and withholding taxes, for Selected FSMC employees; the Selected FSMC shall hold the SFA harmless for all claims arising from payment of such taxes and fees.
- 15.4 The SFA is a tax-exempt organization. Federal excise tax does not apply to the SFA and State of Illinois Sales Tax does not apply. The amounts to be paid to the Selected FSMC are inclusive of all other taxes that may be levied, including without limitation sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Selected FSMC shall be responsible for any taxes levied or imposed upon the Selected FSMC's income or business privileges.
- 15.5 The Selected FSMC and all affiliates shall collect and remit Illinois Use Tax on all sales of tangible personal property in the State of Illinois in accordance with Section 10-20.21(b) of the School Code (105 ILCS 5/10-20.21 [b]) and the Illinois Use Tax Act (35 ILCS 105/1 *et seq.*). The Selected FSMC certifies that it is not barred from submitting a proposal or entering into this Contract under Section 10-20.21(b) of the School Code and that the SFA may declare this Contract void if this certification is false.
- 15.6 The Selected FSMC shall comply with all SFA building rules and regulations, or any reasonable directive provided by the SFA in connection therewith.

**SECTION 16:****RECORDKEEPING**

- 16.1 The Selected FSMC shall maintain such records (supported by invoices, receipts, or other evidence) as the SFA will need to meet monthly and annual reporting responsibilities and shall submit monthly operating statements in a format approved by the SFA no later than the tenth calendar day succeeding the month in which services were rendered. Participation records, including claim information by eligibility category, shall be submitted no later than the fifth working day succeeding the month in which services were rendered. The SFA shall perform edit checks on the participation records provided by the Selected FSMC prior to the preparation and submission of the claim for reimbursement.
- 16.2 Selected FSMC will submit meal count records in a timely manner to facilitate claims submission by SFA no later than the tenth calendar day succeeding the month in which services were rendered. SFA will perform edit checks on the meal count records provided by Selected FSMC prior to the preparation and submission of the claim for reimbursement. Selected FSMC shall provide SFA with a year-end statement.
- 16.3 The FSMC shall have records maintained and available to demonstrate compliance with the requirements relating to USDA Foods. Such records shall include the following:
- The receipt, use, storage, and inventory of USDA Foods;
  - Monthly inventory reports showing all transactions for processed and non-processed USDA Foods; and
  - Documentation of credits issued to the SFA for USDA Foods received.
- 16.4 All books and records of the Selected FSMC pertaining to the Awarded Contract shall be made available, upon demand, in an easily accessible manner for a period of three years after the final claim for reimbursement for the fiscal year to which they pertain. The books and records shall be made available for audit, examination, excerpts, and transcriptions by the SFA, state or federal representatives, or auditors. SFA shall pay the cost of such audits, except when such audit finds uncredited revenue, or improperly charged costs. Under such circumstances, Selected FSMC shall promptly reimburse SFA for revenue not credited, or costs improperly charged and for the cost of such audit. If audit findings regarding the Selected FSMC's records have not been resolved within the three-year record retention period, the records must be retained beyond the three-year period for as long as required for the resolution of the issues raised by the audit. Reference [7 CFR 210.9\(b\)\(17\)](#), and the following record retention and access requirements found in [2 CFR 200](#): Retention requirements for records, [2 CFR 200.334](#); Requests for transfer of records, [2 CFR 200.335](#); Methods for collection, transmission and storage of information, [2 CFR 200.336](#); Access to records, [2 CFR 200.337](#); and Restrictions on public access to records, [2 CFR 200.338](#).
- 16.5 Upon expiration or termination of the Contract, the Selected FSMC will surrender to SFA all records pertaining to the operation of the food service, including food and non-food inventory records, menus, production records, product invoices, claim documentation and financial reports to the SFA within 30 days of the Contract expiration or termination.
- 16.6 The SFA shall retain all records relating to the initial Contract and all subsequent Contract renewal Terms for a period of three years either from the date the final Contract renewal Term has expired, receipt of final payment under the Contract is recorded, or after the SFA submits the final *Monthly Claim for Reimbursement* for the final fiscal year of the Contract, whichever occurs last.

- 16.7 All records must be available for the period of time specified above for the purpose of making audits, examinations, excerpts, and transcriptions by representatives of the SFA, the Illinois State Board of Education, the United States Department of Agriculture, and the Auditor General, and other governmental entities with monitoring authority at any reasonable time and place. If audit findings have not been resolved, the records shall be retained beyond the specified period as long as required for the resolution of the issues raised by the audit.
- 16.8 The Selected FSMC shall not remove federally required records from SFA premises.
- 16.9 The Selected FSMC shall provide to the SFA records of any student food surveys conducted during the school year and/or at events within 30 calendar days of survey closure date.

**SECTION 17:****GENERAL CONTRACT TERMS**

- 17.1 No provision of this Contract shall be assigned or subcontracted without prior written consent of the SFA. This Agreement is entered into by and between the SFA and the Selected FSMC and is not intended to create any rights or interest for any third party whatsoever.
- 17.2 This solicitation/Contract, exhibits, and attachments constitute the entire agreement between the SFA and Selected FSMC and may not be changed, extended orally, or altered by course of conduct. No other contracts will be signed by the SFA.
- 17.3 Each party to this Contract represents and warrants to the other that: (a) it has the right, power, and authority to enter into and perform its obligations under this Contract and (b) it has taken all requisite action (corporate, statutory, or otherwise) to approve execution, delivery and performance of this Contract, and (c) this Contract constitutes a legal, valid and binding obligation upon itself in accordance with its terms.
- 17.4 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 all materials, workmanship, and services rendered shall be of a quality that would normally be specified by the SFA.
- 17.5 No course of dealing or failure of the SFA to enforce strictly any term, right, or condition of this Contract shall be construed as a waiver of such term, right, or condition. No express waiver of any term, right, or condition of this Contract shall operate as a waiver of any other term, right, or condition.
- 17.6 Payments on any claim shall not prevent the SFA from making claim for adjustment on any item found not to have been in accordance with the provisions of this Contract.
- 17.7 It is further agreed between the SFA and Selected FSMC that the exhibits, attachments, and clauses attached and designated are hereby in all respects made a part of this Contract.
- 17.8 **Assurance of Civil Rights Compliance**
- a. The Selected FSMC and local agency hereby agrees that it will comply with:
  - b. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
  - c. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
  - d. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
  - e. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
  - f. Title II and Title III of the Americans with Disabilities Act (ADA) of 1990 as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189);
  - g. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
  - h. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR 15 et seq.);
  - i. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3);
  - j. Food and Nutrition Service (FNS) directives and guidelines to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity for

which the Program applicant receives Federal financial assistance from USDA; and hereby gives assurance that it will immediately take measures necessary to effectuate this Agreement.

- k. The USDA non-discrimination statement that in accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs).
- l. The Illinois Human Rights Act (775 ILCS 5/1 et seq.).

This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant, or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.

By incorporating this assurance into this Agreement, the Selected FSMC and local agency agrees to compile data, maintain records, and submit records and reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review and copy such records, books, and accounts, access such facilities, and interview such personnel as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Selected FSMC and local agency, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from USDA.

In addition, the FSMC agrees to comply with the Illinois Human Rights Act and take affirmative steps to provide equal employment opportunity for all persons. Specifically, the FSMC agrees to the following:

#### EQUAL EMPLOYMENT OPPORTUNITY

In the event of the FSMC's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act (Act) or the Rules and Regulations of the Department of Human Rights, the FSMC may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the FSMC agrees as follows:

1) That he or she will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

2) That, if he or she hires additional employees in order to perform this contract or any portion of this contract, he or she will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the areas from which he or she may reasonably recruit and he or she will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

3) That, in all solicitations or advertisements for employees placed by him or her or on his or her behalf, he or she will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.

4) That he or she will send to each labor organization or representative of workers with which he or she has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the FSMC's obligations under the Act and the Department's Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with the FSMC in his or her efforts to comply with the Act and Rules and Regulations, the FSMC will promptly notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations under the contract.

5) That he or she will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Act and the Department's Rules and Regulations.

6) That he or she will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

7) That he or she will include verbatim or by reference the provisions of this clause in every subcontract awarded under which any portion of the contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, the FSMC will be liable for compliance with applicable provisions of this clause by subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the FSMC will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

17.9 The Selected FSMC shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C.874) as supplemented in Department of Labor regulations (29 CFR 3).

17.10 The Selected FSMC shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR 5) and the Illinois Prevailing Wage Act where applicable (820 ILCS 130/1 et seq.). In the event that the FSMC is performing any work that may qualify as a public work under the Illinois Prevailing Wage Act, the FSMC shall contact the SFA for a determination as to

whether such work requires payment of prevailing wages, and such requirement shall be acknowledged in writing if determined that prevailing wages should apply.

- 17.11 The Selected FSMC shall comply with [2 CFR 200.321](#) Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms. Compliance with this regulation requires Selected FSMC and SFA to do the following with contracting:
- a. The Selected FSMC and SFA must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
  - b. Affirmative steps must include:
    - i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
    - ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
    - iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
    - iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
    - v. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
    - vi. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.
- 17.12 If this Contract is in excess of \$100,000, the SFA and Selected FSMC shall comply with all applicable standards, orders, or regulations, including but not limited to:
- The Clean Air Act (42 U.S.C. § 7401 *et seq.*), the Clean Water Act (33 U.S.C. § 1311–1330, § 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR. 1.1 *et seq.*);
  - *Certificate Regarding Lobbying* pursuant to 31 U.S.C. 1352 (Appendix A: 7 CFR 3018); and
  - *Disclosure of Lobbying Activities* pursuant to 31 U.S.C. 1352 (Appendix A: 7 CFR 3018).
- 17.13 The Selected FSMC certifies compliance with:
- Energy Policy and Conservation Act (Pub. L. 94–163, 89 Stat. 871);
  - The Department of Labor regulations (29 CFR 5); and
  - Executive Order 11246, entitled *Equal Employment Opportunity*, as amended by Executive Order 11375 and Department of Labor Regulation (41 C.=FR 60).
- 17.14 The Selected FSMC is subject to the provisions of the Stevens Amendment Section 2209d of Title 7 of the United States Code due to the use of federal funds for the food service program. All announcements and other materials publicizing this program must include statements as to the amount and proportion of federal funding involved.
- 17.15 The Illinois State Board of Education and the United States Department of Agriculture are not parties to this Contract and are not obligated, liable, or responsible for any action or inaction by the SFA or the Selected FSMC. The SFA has full responsibility for ensuring the terms of the Contract are fulfilled.

- 17.16 To the fullest extent permitted by law, the Selected FSMC agrees to indemnify, defend, and hold harmless the SFA and its respective agents, officers and employees from and against any and all claims, demands, suits, liabilities, injuries (personal or bodily), property damage, causes of action, losses, costs, expenses, damages, or penalties, including, without limitation, reasonable defense costs, and reasonable legal fees, arising or resulting from, or occasioned by or in connection with (i) any bodily injury or property damage resulting or arising from any act or omission to act (whether negligent, willful, wrongful, or otherwise) by the Selected FSMC, its subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable; (ii) failure by the Selected FSMC or its subcontractors to comply with any Laws applicable to the performance of the Services; (iii) any breach of this Contract, including, without limitation, any representation or warranty provided by the Selected FSMC herein; (iv) any employment actions of any nature or kind including but not limited to, workers compensation, or labor action brought by the Selected FSMC's employees; or (v) any identity breach or infringement of any copyright, trademark, patent, or other intellectual property right.
- 17.17 The SFA is subject to the Freedom of Information Act, 5 ILCS 140/1, et seq. ("FOIA"), and any and all information submitted by the FSMC to the SFA may be subject to disclosure to third parties in accordance with FOIA, except as prohibited by law. Any content not marked by the FSMC at the time of submission to the SFA as confidential or proprietary will be presumed to be open to public inspection, except as prohibited by law. The FSMC may be required to substantiate the basis for its claims at a later time. Notwithstanding timely notice received from the FSMC in accordance with Section 7(1)(g), the SFA reserves the right, in its sole discretion and subject only to applicable law, to withhold or release the subject information in response to a FOIA request. As a potential provider of a governmental function on behalf of the SFA, the FSMC agrees to cooperate with the SFA, without additional charge, in responding to any FOIA request, including by timely providing any documents requested by the SFA that directly relate to the governmental function that the FSMC has been engaged to perform on behalf of the SFA.
- 17.18 Each Party, including its agents and subcontractors, to this Contract may have or gain access to confidential and proprietary data or information of the other Party including, without limitation, other technical information (including functional and technical specifications, designs, drawings, analysis, research, processes, computer programs, methods, ideas, "know how," and the like), business information (sales and marketing research, materials, plans, accounting and financial information, personnel records, and the like), all student data and information, and other information designated as confidential expressly or by the circumstances in which it is provided ("Confidential Information"). No Confidential Information collected, maintained, or used in the course of performance of the Contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the Term of the Contract or thereafter. To the extent permitted by law the recipient must return any and all Confidential Information used in the course of the performance of the Contract, in whatever form it is maintained, promptly upon termination of the Contract, or earlier at the request of the disclosing Party or notify the disclosing Party in writing of its destruction, if destruction is permitted by the disclosing Party. Confidential Information does not include data or information lawfully in the recipient's possession prior to its acquisition from the disclosing Party; received by the recipient from a third party who was free to disclose it; publicly known through no breach of confidentiality obligation by the recipient; or independently developed by the recipient without the use or benefit of the disclosing Party's Confidential Information.
- 17.19 **Student Records.** The Contractor will comply with the relevant requirements of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g), the Illinois School Student Records Act (ISSRA) (105 ILCS 10/1 et seq.), and the Student Online Personal Protection Act (SOPPA) (105 ILCS

85/1) regarding the confidentiality of student “education records” as defined in FERPA, “school student records” as defined in ISSRA, and “covered information” as defined in SOPPA. Any use of information contained in student education records to be released must be approved by the SFA. To protect the confidentiality of student education records, the Contractor will limit access to student education records to those employees who reasonably need access to them in order to perform their responsibilities under this Contract. Any student records in the Contractor’s possession shall be returned to the SFA when no longer needed for the purposes for which they were provided, or at the SFA’s written request, they shall be permanently destroyed, and the Contractor shall provide written confirmation to the SFA upon the destruction of student records. In providing its services, the Selected FSMC is acting as a school official with a legitimate educational or administrative interest in the data and is under the direct control of SFA with respect to the use and maintenance of student record information. The FSMC agrees: (i) not to share student information with or disclose student information to any third party without prior written consent of SFA, except as required by law; (ii) to log all access to and disclosure of student information; (iii) not to use student information for any personal or commercial purpose; (iv) not to mine, scan, or otherwise access student information for any purpose other than those agreed to by the Parties, and specifically not for the purpose of advertising or marketing to students or their parents; (v) to promptly notify the SFA within 48 hours in the event of a security or privacy breach involving student information, respond to any such security or privacy breach according to industry best practices, and to indemnify and defend SFA and its individual Board members, officers, employees, agents, and successors against third-party claims arising from or related to any such security or privacy breach; (vi) to ensure that any subcontractors or agents who receive or are exposed to student information (whether in electronic or other format) are explained the FSMC’s obligations under this Agreement and agree to the same restrictions and conditions; and (vii) to cooperate with the SFA, without additional charge, in responding to any parent or student requests for student information.

#### **17.20 Trade Secrets and Proprietary Information**

- a. As a result of federal, state, and local open records laws and regulations, during the term of the Awarded Contract, the Selected FSMC must provide the SFA access certain proprietary materials as deemed by the Selected FSMC. These recodes include menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by the Selected FSMC), and similar compilations regularly used in Selected FSMC’s business operations resulting from the Awarded Contract.

So long as no conflict exists with federal, state, and local open records laws and regulations, the SFA will endeavor not to disclose any of the Selected FSMC’s trade secrets or other confidential information, directly or indirectly, during or after the term of the Awarded Contract upon the FSMC’s written request. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the Selected FSMC. All trade secrets and other confidential information shall remain the exclusive property of the Selected FSMC and shall be returned to the Selected FSMC immediately upon termination of the Awarded Contract. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures, and methods.


Without limiting the foregoing and except for software provided by the SFA, the SFA agrees that all software associated with the operation of the food service, including without limitation, menu systems, food production systems, accounting systems, and other software, are owned by or licensed to the Selected FSMC and not the SFA. Furthermore, the SFA’s access or use of such software shall not create any right, title interest, or copyright in such software, and the SFA shall not retain such software beyond the termination of the Awarded Contract.

- b. Any discovery, invention, software, or programs paid for by the SFA shall be the property of the SFA to which the state agency and USDA shall have unrestricted rights including copyrights.

17.21 **Nondiscrimination:** Both the SFA and the Selected FSMC agree to the following requirements as outlined in the following USDA Nondiscrimination Statement.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf> , from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
  2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
  3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)
- [Spanish Translations](#)  of the new Nondiscrimination Statement for SNAP, SNAP-Ed, FDPIR, and all other FNS nutrition assistance programs (e.g., CACFP, CSFP, FDD, NSLP, SFSP, WIC) are being updated. Please check the U.S. Department of Agriculture website for updates: <https://www.fns.usda.gov/cr/fns-nondiscrimination-statement>. Questions can be sent to [sm.fn.crd-web@usda.gov](mailto:sm.fn.crd-web@usda.gov).

This institution is an equal opportunity provider.

**SECTION 18:****INSURANCE REQUIREMENTS**

- 18.1 The Selected FSMC shall maintain the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the state of Illinois. A Certificate of Insurance of the Selected FSMC's insurance coverage indicating these amounts must be submitted at the time of the Awarded Contract. The insurance requirement below is set by SFA local policy.
- 18.2 The contractor shall provide **DuPage County School District #45 & Salt Creek School District #48** a Certificate of Insurance naming it as an additional insured with the types and limits of insurances as follows prior to commencement of service. Insurance must remain in effect throughout the contract and all renewal periods. A sample Certificate of Insurance demonstrating the following coverage's as a minimum must be included with your bid.
- A. Workers Compensation Insurance – \$1,000,000 single limit per occurrence along with statutory limits.
  - B. General liability in the amount of \$1,000,000 for each incident, \$2,000,000 for aggregate operation liability, \$2,000,000 for aggregate products liability, and \$1,000,000 for damage to rented premises.
  - C. Automobile liability in the amount of \$1,000,000 combined single limit.
  - D. Umbrella liability insurance showing at least \$15,000,000 coverage for personal injury or property damage liability exceeding the primary policies listed above. All insurance coverage shall be with a sound, reliable insurance company with an above average Bests' rating and shall hold the Board of Education and its employees, harmless from products and other liability incurred in the operation of this program. The District, Board of Education, and staff of **DuPage County School District #45 & Salt Creek School District #48** shall be named as co-insured.
  - E. Each party to this Agreement mutually agrees to waive its rights, as well as the rights of its subsidiaries and affiliates, of recovery for loss or damage to each respective party's building, equipment, improvements, or other property whatsoever because of fire, explosion, or other cause normally covered in standard form endorsements. The school district shall keep its buildings, including the food service, its contents, and other property insured against loss or damage or fire, explosion, and similar casualties.

## SECTION 19: MEAL PATTERN AND NUTRITIONAL STANDARDS

All menus must follow the meal pattern and nutrition requirements outlined in the [Federal Child Nutrition Programs rules and regulations](#). The Nutritional standards for the National School Lunch and School Breakfast Programs, as of this publication date, are as follows:

### [National School Lunch Program Meal Pattern, as of July 1, 2024](#)

Amount of Food <sup>1</sup> per Week (minimum per day)			
Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups) <sup>2</sup>	2 ½ ( ½ )	2 ½ ( ½ )	5 (1)
Vegetables (cups) <sup>2</sup>	3 ¾ ( ¾ )	3 ¾ ( ¾ )	5 (1)
Dark green subgroup <sup>3</sup>	1/2	1/2	1/2
Red/orange subgroup <sup>3</sup>	3/4	3/4	1 ½
Beans, peas, and lentils subgroup <sup>3</sup>	1/2	1/2	1/2
Starchy subgroup <sup>3</sup>	1/2	1/2	1/2
Other vegetables subgroup <sup>3,4</sup>	1/2	1/2	3/4
Additional vegetables from any subgroup to reach total	1	1	1 ½
Grains (oz. eq.) <sup>5</sup>	8-9 (1)	8-10 (1)	10-12 (2)
Meats/meat alternates (oz. eq.) <sup>6</sup>	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) <sup>7</sup>	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week <sup>8</sup>			
Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	550-650	600-700	750-850
Saturated fat (% of total calories)	<10	<10	<10
Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤1,110 mg	≤1,225 mg	≤1,280 mg
Sodium limit - must be implemented by July 1, 2027	≤935 mg	≤1,035 mg	≤1,080 mg

## Endnotes

<sup>1</sup> Food items included in each group and subgroup and amount equivalents.

<sup>2</sup> Minimum creditable serving is ¼ cup. One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100 percent full-strength.

<sup>3</sup> Larger amounts of these vegetables may be served.

<sup>4</sup> This subgroup consists of "Other vegetables" as defined in paragraph (c)(2)(ii)(E) of this section. For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and bean, peas, and lentils vegetable subgroups as defined in paragraph (c)(2)(ii) of this section.

<sup>5</sup> Minimum creditable serving is 0.25 oz. eq. At least 80 percent of grains offered weekly (by ounce equivalents) must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grains items offered must be enriched.

<sup>6</sup> Minimum creditable serving is 0.25 oz. eq.

<sup>7</sup> Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.

<sup>8</sup> By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart.

Discretionary sources of calories may be added to the meal pattern if within the dietary specifications.

## National School Breakfast Program Meal Pattern, as of July 1, 2024

Amount of Food<sup>1</sup> per Week (minimum per day)

Meal Components	Grades K-5	Grades 6-8	Grades 9-12
Fruits (cups) <sup>2</sup>	5 (1)	5 (1)	5 (1)
Vegetables (cups) <sup>2</sup>	0	0	0
Dark green subgroup	0	0	0
Red/orange subgroup	0	0	0
Beans, peas, and lentils subgroup	0	0	0
Starchy subgroup	0	0	0
Other vegetables subgroup	0	0	0
Grains or meats/meat alternates (oz. eq.) <sup>3</sup>	7-10 (1)	8-10 (1)	9-10 (1)
Fluid milk (cups) <sup>4</sup>	5 (1)	5 (1)	5 (1)

Daily Amount Based on the Average for a 5-Day Week<sup>5</sup>

Dietary Specifications	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	350-500	400-550	450-600
Saturated fat (% of total calories)	<10	<10	<10
Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	≤540 mg	≤600 mg	≤640 mg
Sodium limit - must be implemented by July 1, 2027	≤485 mg	≤535 mg	≤570 mg

## Endnotes

<sup>1</sup> Food items included in each group and subgroup and amount equivalents.

<sup>2</sup> Minimum creditable serving is 1/4 cup. Schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Schools may substitute vegetables for fruit at breakfast as described in paragraphs (c)(2)(i) and (ii) of this section.

<sup>3</sup> Minimum creditable serving is 0.25 oz. eq. School may offer grains, meats/meat alternates, or a combination of both to meet the daily and weekly ounce equivalents for this combined component. At least 80 percent of grains offered weekly at breakfast must be whole grain-rich as defined in § 210.2 of this chapter, and the remaining grain items offered must be enriched.

<sup>4</sup> Minimum creditable serving is 8 fluid ounces. All fluid milk must be fat-free (skim) or low-fat (1 percent fat or less) and must meet the requirements in paragraph (d) of this section.

<sup>5</sup> By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart.

Discretionary sources of calories may be added to the meal pattern if within the dietary specifications.

School Meal Programs Sodium Requirements, as of July 1, 2024

School meals offered to each age/grade group must meet, on average over the school week, the sodium limits specified in the following tables within the established deadlines.

School Breakfast Program Sodium Limits

Age/Grade Group	Sodium Limit In place through June 30, 2027	Sodium Limit Must be implemented by July 1, 2027
Grades K-5	≤540 mg	≤485 mg
Grades 6-8	≤600 mg	≤535 mg
Grades 9-12	≤640 mg	≤570 mg

National School Lunch Program Sodium Limits

Age/Grade Group	Sodium Limit In place through June 30, 2027	Sodium Limit Must be implemented by July 1, 2027
Grades K-5	≤1,110 mg	≤935 mg
Grades 6-8	≤1,225 mg	≤1,035 mg
Grades 9-12	≤1,280 mg	≤1,080 mg

Minimum Quantities

Meal components and food items <sup>1</sup>	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 <sup>2</sup>	Adult participants
Fluid Milk	4 fluid ounces <sup>3</sup>	6 fluid ounces <sup>4</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>6</sup>
Vegetables, fruits, or portions of both <sup>7</sup>	¼ cup	½ cup	½ cup	½ cup	½ cup
Grains <sup>8</sup>	½ ounce equivalent	½ ounce equivalent	1 ounce equivalent	1 ounce equivalent	2 ounce equivalent

## Endnotes

<sup>1</sup> Must serve all three components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool care and adult day care centers.

<sup>2</sup> At-risk afterschool programs and emergency shelters may need to serve larger portions to children ages 13 through 18 to meet their nutritional needs.

<sup>3</sup> Must be unflavored whole milk for children age 1.

<sup>4</sup> Must serve unflavored milk to children 2 through 5 years old. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>5</sup> May serve unflavored or flavored milk to children ages 6 and older. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>6</sup> May serve unflavored or flavored milk to adults. The milk must be fat-free, skim, low-fat, or 1 percent or less. Yogurt may be offered in the place of milk once per day for adults. Yogurt may count as either a fluid milk substitute or as a meat alternate, but not both, in the same meal. Six ounces (by weight) or ¾ cup (by volume) of yogurt is the equivalent of 8 ounces of fluid milk. Through Sept. 30, 2025, yogurt must contain no more than 23 grams of total sugars per 6 ounces. By Oct. 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce).

<sup>7</sup> Juice must be pasteurized. Full-strength juice may only be offered to meet the vegetable or fruit requirement at one meal or snack, per day.

<sup>8</sup> Must serve at least one whole grain-rich serving, across all eating occasions, per day. Grain-based desserts may not be used to meet the grains requirement. Meats/meat alternates may be offered in place of the entire grains requirement, up to 3 times per week at breakfast. One ounce equivalent of meats/meat alternates credits equal to one ounce equivalent of grains. Through Sept. 30, 2025, breakfast cereals must contain no more than 6 grams of total sugars per dry ounce. By Oct. 1, 2025, breakfast cereals must contain no more than 6 grams of added sugars per dry ounce. Information on crediting grain items and meats/meat alternates may be found in FNS guidance.

Minimum Quantities

Meal components and food items <sup>1</sup>	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 <sup>2</sup>	Adult participants
Fluid Milk	4 fluid ounces <sup>3</sup>	6 fluid ounces <sup>4</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>6</sup>
Meats/meat alternates <sup>7</sup>	1 ounce equivalent	1½ ounce equivalents	2 ounce equivalent	2 ounce equivalent	2 ounce equivalent
Vegetables <sup>8</sup>	¼ cup	¼ cup	½ cup	½ cup	½ cup
Fruits <sup>8</sup>	¼ cup	¼ cup	¼ cup	¼ cup	¼ cup
Grains <sup>9</sup>	½ ounce equivalent	½ ounce equivalent	1 ounce equivalent	1 ounce equivalent	2 ounce equivalent

## Endnotes

<sup>1</sup> Must serve all five components for a reimbursable meal. Offer versus serve is an option for at-risk afterschool care and adult day care centers.

<sup>2</sup> At-risk afterschool programs and emergency shelters may need to serve larger portions to children ages 13 through 18 to meet their nutritional needs.

<sup>3</sup> Must serve unflavored whole milk to children age 1.

<sup>4</sup> Must serve unflavored milk to children 2 through 5 years old. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>5</sup> May serve unflavored or flavored milk to children ages 6 and older. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>6</sup> May serve unflavored or flavored milk to adults. The milk must be fat-free, skim, low-fat, or 1 percent or less. Yogurt may be offered in place of milk once per day for adults. Yogurt may count as either a fluid milk substitute or as a meat alternate, but not both, in the same meal. Six ounces (by weight) or ¾ cup (by volume) of yogurt is the equivalent of 8 ounces of fluid milk. A serving of fluid milk is optional for suppers served to adult participants.

<sup>7</sup> Alternate protein products must meet the requirements in Appendix A to Part 226. Through Sept. 30, 2025, yogurt must contain no more than 23 grams of total sugars per 6 ounces. By Oct. 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce). Information on crediting meats/meat alternates may be found in FNS guidance.

<sup>8</sup> Juice must be pasteurized. Full-strength juice may only be offered to meet the vegetable or fruit requirement at one meal or snack, per day. A vegetable may be offered to meet the entire fruit requirement. When two vegetables are served at lunch or supper, two different kinds of vegetables must be served.

<sup>9</sup> Must serve at least one whole grain-rich serving, across all eating occasions, per day. Grain-based desserts may not be used to meet the grains requirement. Through Sept. 30, 2025, breakfast cereals must contain no more than 6 grams of total sugars per dry ounce. By Oct. 1, 2025, breakfast cereal must contain no more than 6 grams of added sugars per dry ounce. Information on crediting grain items may be found in FNS guidance.

Minimum quantities

Meal components and food items <sup>1</sup>	Ages 1-2	Ages 3-5	Ages 6-12	Ages 13-18 <sup>2</sup>	Adult participants
Fluid Milk	4 fluid ounces <sup>3</sup>	4 fluid ounces <sup>3</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>5</sup>	8 fluid ounces <sup>6</sup>
Meats/meat alternates <sup>7</sup>	½ ounce equivalent	½ ounce equivalent	1 ounce equivalent	1 ounce equivalent	1 ounce equivalent
Vegetables <sup>8</sup>	½ cup	½ cup	¾ cup	¾ cup	½ cup
Fruits <sup>8</sup>	½ cup	½ cup	¾ cup	¾ cup	½ cup
Grains <sup>9</sup>	½ ounce equivalent	½ ounce equivalent	1 ounce equivalent	1 ounce equivalent	1 ounce equivalent

## Endnotes

<sup>1</sup> Must serve two of the five components for a reimbursable snack. Milk and juice may not be served as the only two items in a reimbursable snack.

<sup>2</sup> At-risk afterschool programs and emergency shelters may need to serve larger portions to children ages 13 through 18 to meet their nutritional needs.

<sup>3</sup> Must serve unflavored whole milk to children age 1.

<sup>4</sup> Must serve unflavored milk to children 2 through 5 years old. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>5</sup> May serve unflavored or flavored milk to children ages 6 and older. The milk must be fat-free, skim, low-fat, or 1 percent or less.

<sup>6</sup> May serve unflavored or flavored milk to adults. The milk must be fat-free, skim, low-fat, or 1 percent or less. Yogurt may be offered in place of milk, once per day for adults. Yogurt may count as either a fluid milk substitute or as a meat alternate, but not both, in the same meal. Six ounces (by weight) or ¾ cup (by volume) of yogurt is the equivalent of 8 ounces of fluid milk.

<sup>7</sup> Alternate protein products must meet the requirements in Appendix A to Part 226. Through Sept. 30, 2025, yogurt must contain no more than 23 grams of total sugars per 6 ounces. By Oct. 1, 2025, yogurt must contain no more than 12 grams of added sugars per 6 ounces (2 grams of added sugars per ounce). Information on crediting meats/meat alternates may be found in FNS guidance.

<sup>8</sup> Juice must be pasteurized. Full-strength juice may only be offered to meet the vegetable or fruit requirement at one meal or snack, per day.

<sup>9</sup> Must serve at least one whole grain-rich serving, across all eating occasions, per day. Grain-based desserts may not be used to meet the grains requirement. Through Sept. 30, 2025, breakfast cereals must contain no more than 6 grams of total sugars per dry ounce. By Oct. 1, 2025, breakfast cereal must contain no more than 6 grams of added sugars per dry ounce. Information on crediting grain items may be found in FNS guidance.

## Breakfast Meal Pattern

Select All three Components for a Reimbursable Meal

1 milk	1 cup	fluid milk
1 fruit/vegetable	1/2 cup	juice <sup>1</sup> , and/or vegetable
1 grains/bread <sup>2</sup>	1 slice 1 serving 3/4 cup 1/2 cup 1/2 cup	bread or cornbread or biscuit or roll or muffin or cold dry cereal or hot cooked cereal or pasta or noodles or grains

<sup>1</sup> Fruit or vegetable juice must be full strength.

<sup>2</sup> Breads and grains must be made from whole grain or enriched meal or flour. Cereal must be whole grain or enriched or fortified.

## Lunch or Supper Meal Pattern

Select All Four Components for a Reimbursable Meal

1 milk	1 cup	fluid milk
2 fruits/vegetables	3/4 cup	juice <sup>1</sup> , fruit and/or vegetable
1 grains/bread <sup>2</sup>	1 slice 1 serving 1/2 cup 1/2 cup	bread or cornbread or biscuit or roll or muffin or hot cooked cereal or pasta or noodles or grains
1 meat/meat alternate	2 oz. 2 oz. 2 oz. 1 large 1/2 cup 4 Tbsp. 1 oz. 8 oz.	lean meat or poultry or fish <sup>3</sup> or alternate protein product or cheese or egg or cooked dry beans or peas or peanut or other nut or seed butter or nuts and/or seeds <sup>4</sup> or yogurt <sup>5</sup>

<sup>1</sup> Fruit or vegetable juice must be full strength. Full strength vegetable or fruit juice may be counted to meet not more than one-half of this requirement.

<sup>2</sup> Breads and grains must be made from whole grain or enriched meal or flour. Cereal must be whole grain or enriched or fortified.

<sup>3</sup> A serving consists of the edible portion of cooked lean meat or poultry or fish.

<sup>4</sup> Nuts and seeds may meet only one-half of the total meat/meat alternate serving and must be combined with another meat/meat alternate to fulfill the lunch or supper requirement.

<sup>5</sup> Yogurt may be plain or flavored, unsweetened or sweetened.

Section [7 CFR 210.16\(c\)\(3\)](#) specifically addresses the SFA's development of specifications for each food component or menu item and requires these specifications to be included in the IFBs or RFPs. Specifications must cover items such as grade, purchase units, style, condition, weight, ingredients, formulations, and delivery time. In order to ensure objective contractor performance and eliminate unfair competitive advantage, a person that develops or drafts specifications, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions or other documents for use by a grantee or sub-grantee in conducting a procurement under the USDA entitlement programs specified in [2 CFR 200.319\(a\)](#) shall be excluded from competing for such procurements.

ISBE does not approve, evaluate, or endorse minimum food specifications.

- 20.1 All USDA Foods offered to the SFA and made available to the FSMC are acceptable and should be utilized in as large a quantity as may be efficiently utilized.

For all other food components, specifications shall be as follows:

- 20.2 All breads, bread alternates, and grains must be whole grain rich. Any remaining grain products must be enriched. All breads and grains must be fresh (or frozen, if applicable) and must meet the minimum weight per serving as required and must adhere to the USDA *Nutrition Standards in the Child Nutrition Programs*, and/or other subsequent guidance issued by the USDA. If applicable, product should be in moisture-proof wrapping and pack-code date provided.
- 20.3 All meat and poultry must have been inspected by the United States Department of Agriculture (USDA) and must be free from off color or odor.
- a. Beef must be at least 70:30 lean to fat, preferably 80:20 lean to fat.
  - b. Poultry should be U.S. Grade A when applicable and should meet the recommendations outlined in *Specifications for Poultry Products, A Guide for Food Service Operators* from the USDA.
  - c. For breaded and battered items, all flours must be enriched for breads/grains credit and breading/batter must not exceed 30 percent of the weight of the finished product.
  - d. For sausage patties, the maximum fat allowed is 50 percent by weight; industry standard of 38 to 42 percent fat preferred.
- 20.4 All cured processed meats (bologna, frankfurters, luncheon meat, salami, others) shall be made from beef and/or poultry. No variety meats, fillers, extenders, non-fat milk solids, or cereal will be allowed. Meats must not show evidence of greening, streaking, or other discoloration.
- 20.5 All cheese should be firm, compact, and free from gas holes; free of mold; free of undesirable flavor and odors; pasteurized when applicable; and preferably reduced or low-fat. All cheese should also have a bright, uniform, and attractive appearance; have a pleasing flavor; demonstrate satisfactory meltability; and contain proper moisture and salt content.
- 20.6 All fish must have been inspected by the United States Department of Commerce (USDC) and meet minimum flesh and batter/breading requirements for USDC Grade A product or a product packed under federal inspection (PUFI) by the USDC. The Agriculture Improvement Act of 2018 requires:

- Farmed fish must be harvested within the United States or any territory or possession of the United States.
  - Wild caught fish must be harvested within the Exclusive Economic Zone of the United States or by a United States flagged vessel.
- 20.7 All fresh fruits must be ripe and in good condition when delivered and must be ready for consumption per the USDA *Food Buying Guide*. At a minimum, fruits must meet the food distributors' second-quality level. Fruits should have characteristic color and good flavor and be well shaped and free from scars and bruises. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.
- 20.8 All fresh vegetables must be ripe and in good condition when delivered and must be ready for consumption per the [USDA Food Buying Guide](#). At a minimum, vegetables must meet the food distributors' second quality level. Vegetables should have characteristic color and good flavor, be well-shaped, and be free from discoloration, blemishes, and decay. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.
- 20.9 All canned vegetables must meet the food distributors' first-quality level (extra fancy and fancy) and canned fruits (standard) must meet the second-quality level. Vegetables should have characteristic color and good fresh flavor and be free from discoloration, blemishes, and decay. Fruits should be packed in 100% juice or water and should be free from High Fructose Corn Syrup.
- 20.10 Eggs must be inspected and passed by the state or federal Department of Agriculture and used within 30 days of date on carton. Eggs should be grade A, uniform in size, clean, sound-shelled, and free of foreign odors or flavors.
- 20.11 Sauces, such as gravy, spaghetti sauce, pizza sauce, etc., must be smooth and uniform in color with no foreign substance, flavor, odor, or off color.
- 20.12 If applicable, the food production facility, manufacturing plant, and products must meet all sanitary and other requirements of the Food, Drug, and Cosmetic Act and other regulations that support the wholesomeness of products.
- 20.13 Meals and food items must be stored and prepared under properly controlled temperatures and in accordance with all applicable health and sanitation regulations.
- 20.14 All fruit and vegetables juices must be pasteurized 100 percent fruit and/or vegetable juice.
- 20.15 When the specification calls for "Brand Name or Equivalent", the brand name product is acceptable. Other products may be considered with proof that such products meet stated specifications and are deemed equivalent to the brand products in terms of quality, performance, and desired characteristics, as determined by the SFA.
- 2.16 All food items must adhere to the sodium target levels in subsequent Contract Terms, if applicable, as required by the USDA *Final Rule: Child Nutrition Program Flexibilities for Milk, Whole Grains, and Sodium Requirements* and/or other subsequent guidance issued by the USDA.

- 20.17 Nutrition labels or manufacturer specifications must indicate zero grams of trans fat per serving for all foods.
- 20.18 Fluid milk must be low-fat (1 percent milk fat or less, unflavored only) or fat-free (unflavored or flavored). Two choices must be offered daily, one of which must be unflavored as required by the USDA.

## SECTION 21: EVALUATION CRITERIA

### Information on Evaluation Team/ Scoring Committee

RFP Evaluation Team/ Scoring Committee		
Member Name	Member Title	Evaluation Role
Jeff Eagan	D45 - Asst. Supt. Finance	Lead
Dr. Amy Zaher	SC48 - Superintendent	Member
Julie Jilek	SC48 - Director of Operations and Business Services	Member
Debbe Vandergrift-Busse	D45 - Admin. Assistant	Member

### **Ancillary Materials**

All evaluation/scoring sheets/forms, as applicable, can be found in Exhibit K attached.

### **Evaluation Plan**

Summary of evaluation criteria: the criteria listed will be used to evaluate the proposals, and their weights (scores), must be carefully prepared and included in the RFP. These criteria must be followed and documented in evaluating the proposals.

Summary of evaluation criteria: the criteria listed will be used to evaluate the proposals, and their weights (scores), must be carefully prepared and included in the RFP. These criteria must be followed and documented in evaluating the proposals. Negotiations will then be conducted with those who exceed a pre-determined "cut-off" score.

<b><u>Criteria</u></b>	<b><u>Weight</u></b>
1. Cost/Financial Proposal	35 Points
2. Promotion of health and well-being of students	15 Points
3. Local food products	2 Points
4. Hormone and pest practices	2 Points
5. Animal welfare	2 Points
6. Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms	2 Points
7. Menu Selection, Variety, and Promotion	10 Points
8. On-Site Staff: Food Service Director / Overall Staffing Plan	10 Points
9. Taste Testing / Site Visits	20 Points
10. Reduction of waste	2 Points

**TOTAL POINTS: 100/100 points**

The maximum possible points are listed next to each criterion. Evaluation and scoring of Proposals will be based on the assignment of points by the scoring committee and totaled for a final score which will be used for awarding the contract. Only responsive Proposals will be considered for evaluation. For a Proposal to be considered responsive, the Offeror will need to read the entire RFP and provide documentation and

information required by all sections of the RFP including attachments. The scoring committee will evaluate all qualifying proposals. The scoring committee will evaluate documentation and information requested throughout the RFP and recommend contract award using this documentation and information including the following evaluation criteria as described below:

**1. Cost/Financial Proposal**

**35 Points**

Minimum requirements for proposal evaluation:

- The Proposer shall provide pricing on the proposal form included in this RFP

Documents required for evaluation of criteria:

- The proposal form shall be used to calculate price

**2. Promotion of health and well-being of students**

**15 Points**

Minimum requirements for proposal evaluation:

- Quality of food program – menu diversity including vegetarian options
- Operational plan to ensure fresh food and a variety of menu items that meet the meal pattern requirements, including vegetarian options
- Ability to meet dietary restrictions

Documents required for evaluation of criteria:

- Menus indicating a variety of nutritious and creative options that include freshly prepared items
- Examples of dietary alternatives
- Provide a list of a la carte items

**3. Local food products**

**2 Points**

Minimum requirements for proposal evaluation:

- Proposer will commit to sourcing food supplies grown in Illinois or regionally without an impact to cost, when available

Documents required for evaluation of criteria:

- Provide a list of local vendors utilized with products purchased

**4. Hormone and pest practices**

**2 Points**

Minimum requirements for proposal evaluation:

- Proposer shall procure products that are free from or minimize hormones and pesticides during production

Documents required for evaluation of criteria:

- Recipe ingredients indicating source of origin
- Company policies/procedures with regard to minimizing hormones and pesticides in food production

5. **Animal welfare**

2 Points

Minimum requirements for proposal evaluation:

- Proposer shall use products where the humane treatment of animals is evident throughout the supply chain

Documents required for evaluation of criteria:

- Documents that show the sources of food products throughout the supply chain, providing transparency in the industry's commitment to animal welfare

6. **Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms**

2 Points

Minimum requirements for proposal evaluation:

- Proposer shall commit to providing opportunities to promote the success of small and minority business, and women's business enterprises

Documents required for evaluation of criteria:

- Documents listing the companies with whom proposer does business that are small, minority-owned, or women-owned

7. **Menu Selection, Variety, and Promotion**

10 Points

Minimum requirements for proposal evaluation:

- Offeror must demonstrate the ability to ensure fresh food and a variety of nutritional menu items that meet the meal pattern requirements are incorporated into the menu cycle.
- Ability to meet dietary restrictions (vegetarian, low sodium, low fat, etc.).
- Offeror will demonstrate innovative ways of promoting, expanding, and increasing participation in the breakfast and lunch programs.
- Offeror must be able to demonstrate the ability to provide sample ("taste test") days to students

Documents required for evaluation of criteria:

- Proposed 21-day menus for breakfast and lunch that offer a variety of menu items meeting the meal pattern and nutritional standards.

- Availability of trained chef to assist with menu development and preparation
- Provide examples of dietary alternatives.
- Data from current school partnerships measuring food quality and customer satisfaction.
- Provide a list of proposed a la carte items.
- Provide specific instances of successful promotions for the school food service program, along with the outcomes and results achieved from these past promotional efforts.

#### 8. **On-Site Staff: Food Service Director/Overall Staffing Plan**

10 Points

Minimum requirements for proposal evaluation:

- Food Service Manager/Director must have a minimum of three years of experience in that capacity in a school district of similar size or larger that operated in the NSLP for lunch and has been employed by the Offeror for a minimum of two years.
- Offeror shall provide compensation for employees as outlined in Exhibit G.
- Develop staffing plans and recommendations to meet the needs of the SFA
- The Offeror shall provide quality training programs for all levels of employees covering such topics as Hazard Analysis and Critical Control Points (HACCP), food safety and sanitation, worker safety, civil rights, etc.

Documents required for evaluation of criteria:

- Provide actual resume and work experience of the Food Service Director candidate.
- Proposal must provide a detailed plan for the administration, supervision, and staffing proposed under the specifications of this RFP.
- Completed Exhibit G showing employee positions, wages, hours, and locations. A detailed benefit plan including all information required in the RFP must also be included.
- Employee retention numbers for the last three years.
- Provide a description of recruitment strategies and programs along with Food Service Manager/Director candidates experience staffing K-12 food service programs.
- Provide examples of training materials used for food service employees. Clearly indicate the topics to be covered during the first year of operations

#### 9. **Taste Testing / Site Visit**

20 Points

Minimum requirements for proposal evaluation:

- Offeror will provide a list of possible site visit locations similar in size and scope to the SFA, noting the preferred site for SFA to visit. SFA has ultimate decision-making authoring on final location to visit.

- Site visit to a current FSMC location similar in size and scope to the SFA for the evaluation team to review menus and participate in taste testing of hot and cold breakfast and lunch items served at the site. Items selected for the taste test must be typical menu items offered to students.

Documents required for evaluation of criteria:

- Provide a tour of site during meal service.
- Provide menus and presentation of offerings.
- Provide a tasting menu of reimbursable meals to include one hot breakfast meal, one cold breakfast meal, one cold lunch meal, and two hot lunch meals for the committee to taste test. Meals selected for the taste test **must** be typical menu items offered to students. The cold lunch meal and at least one hot lunch meal **must** be on the current day's menu for the selected site

#### 10. Reduction of Waste

2 Points

Minimum requirements for proposal evaluation:

- Offeror must provide examples of initiatives that have successfully reduced food and/or nonfood waste within the program.

Documents required for evaluation of criteria:

- Proposal must contain examples of Offeror's experience on reducing food waste, notating programs initiated by the Offeror and those initiated by the clients and implemented in alignment with the client's goals.
- Proposals must contain examples of supply usage and implementation that reduces the amount of non-food waste in the food service program.

**SECTION 22:****Proposed Fixed Meal Rates**

The SFA shall insert the Projected Annual Units and the Offeror shall insert their rate per unit. The SFA will verify and complete the estimated total for each meal type and calculate the total estimated amount of proposal. The Offeror shall not plead misunderstanding or deception because of such estimate of quantities, or of the character, location, or other conditions pertaining to the solicitation and/or Contract.

Per Meal Prices must be a Firm Fixed Price Per Meal Rate and calculated as if no USDA commodities will be received.

No additional agreements, fees, costs, or expenses may be charged to the SFA above the total firm fixed price.

	Projected Annual Units	Rate Per Unit	Estimated Total***
<b><u>School Nutrition Programs (SNP)*</u></b>			
Reimbursable Breakfast w/ Milk	120,134		
Reimbursable Lunch w/ Milk**	346,292		
A la Carte Equivalent Fee**	116		
Reimbursable After School Snack			
Special Milk Program (SMP)			
Management Fee per School Meal (Breakfast and Lunch)	466,426		

<b><u>Child and Adult Care Food Program (CACFP)</u></b>			
Reimbursable At-Risk After School Snack			
Reimbursable At-Risk After School Supper w/ Milk			
Reimbursable AM/PM Snack (Pre-K)			

<b><u>Summer Food Service Program (SFSP)</u></b>			
Reimbursable Breakfast w/ Milk	1,300		
Reimbursable Lunch w/ Milk			

Total Estimated Amount of Proposal     \$\_\_\_\_\_

\*May include SSO, refer to section 4 of the RFP

\*\*Solicitation rates for SNP reimbursable Lunch and A la carte equivalency fee must be the same.

\*\*\*All totals must be carried out to the second decimal place and must not be rounded.

Addenda Numbered \_\_\_\_\_ through \_\_\_\_\_ were received prior to the signing of this offer.

\_\_\_\_\_  
Name of Offeror

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

By submission of this proposal, the Offeror certifies that, in the event the Offeror receives an award under this solicitation, the Offeror shall operate in accordance with all applicable current program regulations. This agreement shall be in effect for the period specified, not to exceed one year, and may be renewed by mutual agreement for four additional one-year Contract Terms.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Offeror

\_\_\_\_\_  
Title

<b>SECTION 23:</b>	<b>FSMC Proposed Staffing Pattern and Plan</b>
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Offeror to submit with their proposal a proposed staffing pattern and plan.

<b>SECTION 24:</b>	<b>Independent Price Determination Certificate</b>
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Both the School Food Authority (SFA) and the Food Service Management Company (Offeror) shall execute this Independent Price Determination Certificate.

Name of Food Service Management Company	Name of School Food Authority
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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:

- a. The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor.
- b. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the Offeror and will not knowingly be disclosed by the Offeror prior to 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 for the purpose of restricting competition.
- c. No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

Each person signing this offer on behalf of the Offeror certifies that:

- a. 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 sections a through c above; or
- b. 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 sections a through c above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to the above.

**TO THE BEST OF MY KNOWLEDGE**, this Offeror, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any government agency and have not in the last three years been convicted of 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, accepts as follows:

Signature of Food Service Management Company’s Authorized Representative	Title	Date Signed <i>Mo./Day/Yr.</i>
--	-------	--------------------------------

**IN ACCEPTING THIS OFFER**, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred above.

Signature of School Food Authority	Title	Date Signed <i>Mo./Day/Yr.</i>
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**NOTE: Accepting an Offeror’s offer does not constitute award of the contract.**

**Bid-Rigging Certification**

\_\_\_\_\_, a duly  
(Agent)

authorized agent of \_\_\_\_\_,  
(Contractor)

do hereby certify that neither \_\_\_\_\_,  
(Contractor)

nor any individual presently affiliated with \_\_\_\_\_  
(Contractor)

\_\_\_\_\_, has been barred from bidding on a public contract as a  
result of a violation of either Section 33E-3 (bid-rigging) or Section 33E-4 (bid rotating)  
of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Contractor

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify on behalf of the bidder to be true and complete in every respect:

- 1) I have read and I understand the contents of this Certificate;
- 2) I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 3) Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
- 4) For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who;
  - has been requested to submit a bid in response to this invitation for bids;
  - could potentially submit a bid in response to this invitation for bids, based on their qualifications, abilities or experience;
- 5) The bidder discloses that [check one of the following, as applicable]:
  - \_\_\_(a) the bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with, any competitor;
  - \_\_\_(b) the bidder has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this invitation for bids, and the supplier/bidder discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
- 6) Without limiting the generality of paragraphs (5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement by or on behalf of the bidder with any competitor regarding:
  - prices;
  - methods, factors or formulas used to calculate prices;
  - the intention or decision to submit, or not to submit, a bid; or
  - the submission of a bid which does not meet the specifications of the invitation for bids; except as specifically disclosed pursuant to paragraph (5)(b) above;
- 7) In addition, there has been no consultation, communication, agreement or arrangement with any competitor by or on behalf of the bidder regarding the quality, quantity, specifications or delivery particulars of the products or services to which this invitation for bids relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5)(b) above;
- 8) The terms of the accompanying bid have not been, and will not be, knowingly disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening, or of the awarding of the contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5)(b) above; and,
- 9) I understand that the accompanying bid will be disqualified if this certification is found not to be true and complete in every respect.

\_\_\_\_\_  
Signature of Authorized Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

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Springfield, IL 62777-0001

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

This certification is required by the regulations implementing Executive Orders 12549 and 12689, Debarment and Suspension, 2 CFR part 3485, including Subpart C Responsibilities of Participants Regarding Transactions (also see federal guidance at 2 CFR part 180). Copies of the regulations may be obtained by contacting the Illinois State Board of Education.

**BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS BELOW.**

**CERTIFICATION**

The prospective lower tier participant certifies, by submission of this Certification, that:

- (1) 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) It will provide immediate written notice to whom this Certification is submitted if at any time the prospective lower tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances;
- (3) It shall not knowingly enter 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;
- (4) It will include the 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;
- (5) The certifications herein are a material representation of fact upon which reliance was placed when this transaction was entered into; and
- (6) 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 Certification.

\_\_\_\_\_  
*Organization Name*

\_\_\_\_\_  
*PR/Award Number or Project Name*

\_\_\_\_\_  
*Name of Authorized Representative*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Original Signature of Authorized Representative*

\_\_\_\_\_  
*Date*

**Instructions for Certification**

1. By signing and submitting this Certification, the prospective lower tier participant is providing the certifications set out herein.
2. 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 all available remedies, including suspension and/or debarment.
3. Except for transactions authorized under paragraph 3 above, 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 all available remedies, including suspension and/or debarment.
4. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used herein, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549 and Executive Order 12689. You may contact the person to which this Certification is submitted for assistance in obtaining a copy of those regulations.
5. 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 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 "GSA Government-Wide System for Award Management Exclusions" (SAM Exclusions) at <http://www.sam.gov>.
6. 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 herein. 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.

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Springfield, IL 62777-0001

CERTIFICATE REGARDING LOBBYING

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 an 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 any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any 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 ISBE 85-37, "Disclosure of Lobbying Activities," 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*

---

*PR/Award Number or Project Name*

---

*Name of Authorized Representative*

---

*Title*

---

*Original Signature of Authorized Representative*

---

*Date*

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DISCLOSURE OF LOBBYING ACTIVITIES

Directions: Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352. (See reverse for public burden disclosure.)

1. TYPE OF FEDERAL ACTION

☐ a. Contract ☐ b. Grant ☐ c. Cooperative agreement ☐ d. Loan ☐ e. Loan guarantee ☐ f. Loan insurance

2. STATUS OF FEDERAL ACTION

☐ a. Bid/offer/application ☐ b. Initial award ☐ c. Post-award

3. REPORT TYPE

☐ a. Initial filing ☐ b. Material change ☐ For material change only: \_\_\_\_\_ Year \_\_\_\_\_ Quarter \_\_\_\_\_ Date of last report

4. NAME AND ADDRESS OF REPORTING ENTITY

☐ Prime ☐ Subawardee, Tier \_\_\_\_\_, if known \_\_\_\_\_ Congressional District, if known

5. IF REPORTING ENTITY IN NO. 4 IS SUBAWARDEE, ENTER NAME AND ADDRESS OF PRIME

\_\_\_\_\_ Congressional District, if known

6. FEDERAL DEPARTMENT/AGENCY

7. FEDERAL PROGRAM NAME/DESCRIPTION

\_\_\_\_\_ CFDA Number, if applicable

8. FEDERAL ACTION NUMBER, if known

9. AWARD AMOUNT, if known

\$ \_\_\_\_\_

10a. NAME AND ADDRESS OF LOBBYING ENTITY  
(If individual, last name, first name, MI)

b. INDIVIDUALS PERFORMING SERVICES  
(Including address if different from No. 10a) (last name, first name, MI)

(Attach Continuation Sheet(s) ISBE 85-37A, if necessary)

11. AMOUNT OF PAYMENT (check all that apply)

\$ \_\_\_\_\_ ☐ Actual ☐ Planned

12. FORM OF PAYMENT (check all that apply)

☐ a. Cash ☐ b. In-kind; specify: nature \_\_\_\_\_ value \_\_\_\_\_

13. TYPE OF PAYMENT (check all that apply)

☐ a. Retainer ☐ b. One-time fee ☐ c. Commission  
☐ d. Contingent fee ☐ e. Deferred ☐ f. Other, specify \_\_\_\_\_

14. Brief description of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s) contacted, for payment indicated in item 11.

15. ☐ YES ☐ NO CONTINUATION SHEET(S), ISBE 85-37A ATTACHED

16. Information requested through this form is authorized by title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ORIGINAL SIGNATURE

PRINT NAME OR TYPE

TITLE

TELEPHONE NUMBER

DATE

### INSTRUCTIONS FOR COMPLETION OF ISBE 85-37, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Use the ISBE 85-37A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001".
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial(MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not an ISBE 85-37A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

*Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.*

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Springfield, Illinois 62777-0001

CONTINUATION SHEET  
DISCLOSURE OF LOBBYING ACTIVITIES

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REPORTING ENTITY

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<b>SECTION 26:</b>	<b>Proposal Agreement</b>
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	<b>FSMC</b> <b>Complete section below.</b>	
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**THE UNDERSIGNED HEREBY OFFERS** to provide the services of an FSMC as specified in this proposal for the period of **7/1/2025** and ending **6/30/2026**. This agreement shall be in effect for the period specified, not to exceed one year, and may be renewed by mutual agreement for four additional one-year Contract Terms.

I understand that the SFA reserves the right to reject any or all proposals, and that this proposal may not be withdrawn during a period of sixty (60) days from the time of opening of the proposal.

**FURTHERMORE, I CERTIFY** that, consistent with section 3 of this RFP, I have not exchanged any gratuities, favors, nor anything of monetary value with the SFA, and this proposal is made without prior understanding, agreement, or connection with any other Offeror submitting a proposal for the same type of service, and is in all respects fair and without collusion or fraud. I agree to abide to all term and conditions of this RFP and certify that I am authorized to sign the RFP for the Offeror.

FSMC Name			
FSMC Street Address	City	State	Zip
Signature of Authorized Representative ➤		Date Signed <i>Mo./Day/Yr.</i>	
Printed Name <i>First and Last</i>	Title		
Email Address	Phone <i>Area Code/No.</i>	FAX <i>Area Code/No.</i>	

	<b>SFA</b> <b>Complete section below.</b>	
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**Awarding of the Contract**

SFA by signing below is awarding the contract for this RFP to the Offeror of this proposal, herein referred to as "Selected FSMC". This proposal, all sections of the proposal, all terms and conditions, addendums, including any additional addendums mutually agreed to by both the SFA and Offeror will be incorporated into this Awarded Contract.

The undersigned hereby accepts Offeror's services of an FSMC as specified in this proposal for the period of **7/1/2025** and ending **6/30/2026**. This agreement shall be in effect for the period specified, not to exceed one year, and may be renewed by mutual agreement for four additional one-year Contract Terms.

**FURTHERMORE, I CERTIFY** that, consistent with section 3 of this RFP, I have not received any gratuities, favors, nor anything of monetary value with the FSMC, and this proposal is made without prior understanding, agreement, or connection with any other Offeror submitting a proposal for the same type of service, and is in all respects fair and without collusion or fraud. I agree to abide to all term and conditions of this RFP and certify that I am authorized to sign the RFP for the SFA.

SFA Name			
SFA Street Address	City	State	Zip
Signature of Authorized Representative ➤		Date Signed <i>Mo./Day/Yr.</i>	
Printed Name <i>First and Last</i>	Title		
Email Address	Phone <i>Area Code/No.</i>	FAX <i>Area Code/No.</i>	

**LIST OF REQUIRED RFP EXHIBITS**

Exhibit and Title		SFA
<b>A</b>	A-1: School/Site Data Form	<input type="checkbox"/>
	A-2: School/Site Average Daily Participation by Federal Program	<input type="checkbox"/>
	A-3: School/ Site Meal Service Information by Federal Program	<input type="checkbox"/>
	A-4: Current and Projected Enrollment	<input type="checkbox"/>
<b>B</b>	B-1: 21-Day Cycle Menu	<input type="checkbox"/>
	B-2: Meal Choices and Offerings	<input type="checkbox"/>
	B-3: A la Carte Price list	<input type="checkbox"/>
<b>C</b>	USDA Foods Annual Order	<input type="checkbox"/>
<b>D</b>	School Year 2023-2024 Sponsor Claims for Reimbursement (for each month)	<input type="checkbox"/>
<b>E</b>	School Year 2024-2025 Sponsor and Site Claims for Reimbursement (for each month to date)	<input type="checkbox"/>
<b>F</b>	FSMC Equipment List	<input type="checkbox"/>
<b>G</b>	Current Operational Labor and Benefits	<input type="checkbox"/>
<b>H</b>	School Year 2023-2024 Food Service Account Income Statement	<input type="checkbox"/>
<b>I</b>	School District/Operation Calendar	<input type="checkbox"/>
<b>J</b>	Local Wellness Policy	<input type="checkbox"/>
<b>K</b>	Evaluation form(s): FSMC Presentation, FSMC Taste Testing, FSMC Site Visit, FSMC Reference Check, as applicable	<input type="checkbox"/>
<b>L</b>	Collective Bargaining Agreement, if applicable	<input type="checkbox"/>

# Exhibit A-1: School/Site Data Form

Data based on Current School Year Operations

Site or School Name	Breakfast			Lunch			Adult/Staff Meals	After-school Snack		SSO	SMP	SFSP	CACFP	Catering	Vending
	Serve Only	Offer Versus Serve	A la Carte sales	Serve Only	Offer Versus Serve	A La Carte Sales									
Ardmore Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jackson Middle School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jefferson Middle School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
North Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schafer Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stevenson Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Westmore Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
York Center Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Albright Middle School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stella May Swartz Elem School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Salt Creek Primary School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SSO= Seamless Summer Option; SMP= Special Milk Program; SFSP= Summer Food Service Program; CACFP=Child and Adult Care Food Program

## Exhibit A-2: School/ Site Average Daily Participation- SNP

Data based on Current School Year Operations																	
School/Site Name	Enrollment	Number of Approved Students			Projected Reimbursable BREAKFAST Meals			Total Site BREAKFAST ADP	Projected Reimbursable LUNCH Meals			Total Site LUNCH ADP	Daily A la Carte Sales	Projected Reimbursable Afterschool Snacks			Total Site Afterschool Snack ADP
					Average Daily Number of Meals by Category				Average Daily Number of Meals by Category					Average Daily Number of Meals by Category			
		Free	Reduced	Paid	Free	Reduced -	Paid		Free	Reduced	Paid			Free	Reduced	Paid	
Jackson Middle (D45)	634	205	31	0	131	0	0	131	436	0	0	436	\$0.00				
Jefferson Middle (D45)	357	178	34	0	84	0	0	84	299	0	0	299	\$0.00				
Ardmore Elem (D45)	413	83	15	0	64	0	0	64	222	0	0	222	\$0.00				
North Elem (D45)	421	205	26	0	104	0	0	104	260	0	0	260	\$0.00				
Schafer Elem (D45)	366	191	34	0	96	0	0	96	222	0	0	222	\$0.00				
Stevenson Elem (D45)	177	106	17	0	36	0	0	36	104	0	0	104	\$0.00				
Westmore Elem (D45)	413	119	18	0	76	0	0	76	221	0	0	221	\$0.00				
York Center Elem (D45)	166	97	7	0	23	0	0	23	104	0	0	104	\$0.00				
Salt Creek School (D48)	102	35	4	63	16	1	4	21	26	2	12	40	\$0.00				
Albright School (D48)	177	67	20	90	16	2	8	26	26	3	23	52	\$1.63				
Swartz School (D48)	162	46	17	99	23	1	8	32	26	2	13	41	\$1.63				
Total	3388	1332	223	252	669	4	20	693	1946	7	48	2001					

## Exhibit A-2: School/ Site Average Daily Participation- SUMMER

School/Site Name	Projected Reimbursable Breakfast Meals	Projected Reimbursable Lunch Meals
	Average Daily Number	Average Daily Number
Jackson Middle (D45)	55.67	0
Albright Middle (D48)	29.5	0
Total		

## Exhibit A-2: School/ Site Average Daily Participation- CACFP

Not Applicable

**Data based on Current School Year**[illegible]

**\*Do not include Special Functions**

# Exhibit A-3: School/ Site Meal Information- SNP

Data based on Current School Year Operations

School/ Site Name	Address	Grade Levels [1]	CEP [2]	Type of Service [3]	No. of Serving Periods (Lunch)	Beginning and Ending Times of Meal Service			No. of Annual Serving Days
						Breakfast	Lunch	After School Snack	
Ardmore Elem School	225 S. Harvard Ave. Villa Park, IL 60181	PK-5	Yes	Satelite Recieving School	3	7:45 – 8:05	11:15 – 12:15	–	173
Jackson Middle School	301 W. Jackson St. Villa Park, IL 60181	6-8	Yes	On-Site Preparation	3	7:50 – 8:05	11:05 – 12:26	–	173
Jefferson Middle School	225 W. Vermont St. Villa Park, IL 60181	6-8	Yes	On-Site Preparation	3	7:50 – 8:05	11:05 – 12:26	–	173
North Elem School	150 W. Sunset Ave. Villa Park, IL 60181	K-5	Yes	Satelite Recieving School	3	7:50 – 8:05	11:15 – 12:15	–	173
Schafer Elem School	700 E. Pleasan Ln. Lombard, IL 60148	PK-5	Yes	Satelite Recieving School	4	7:50 – 8:05	10:45 – 12:25	–	173
Stevenson Elem School	18W331 15 <sup>th</sup> St. Lombard, IL 60148	PK-5	Yes	Satelite Recieving School	3	7:50 – 8:05	11:00 – 11:40	–	173
Westmore Elem School	304 S. School St. Lombard, IL 60148	K-5	Yes	Satelite Recieving School	3	7:50 – 8:05	11:20 – 12:10	–	173
York Center Elem School	895 14 <sup>th</sup> St. Lombard, IL 60148	K-5	Yes	Satelite Recieving School	3	7:50 – 8:05	11:25 – 11:55	–	173
Albright Middle School	1110 S. Villa Ave. Villa Park, IL 60148	K-5	No	On-Site Preparation	2	7:50 – 7:45	10:35 – 11:25	–	173
Stella Mat Swartz Elem School	17 W. 160 16 <sup>th</sup> St. Oakbrook, IL 60181	K-5	No	Satelite Recieving School	2	7:50 – 7:45	11:35 – 11:55	–	173
Salt Creek Primary School	980 S. Riverside Dr. Elmhurst, IL 60126	K-1	No	Satelite Recieving School	1	7:50 – 7:45	10:50 – 11:15	–	173
			Select One	Select One		–	–	–	
			Select One	Select One		–	–	–	

[1] List grade groups that have access to meal service.

[2] Enter yes or no for each location.

[3] Select Option. If other describe here:

# Exhibit A-3: School/ Site Meal Information- CACFP

Not Applicable

Data based on Current School Year Operations

School/ Site Name	Address	Grade Levels [1]	Type of Service [2]	Beginning and Ending Times of Meal Services				No. of Annual Serving Days
				Pre- K AM Snack	Pre-K PM Snack	At Risk After School Snack	At Risk After School Supper	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One					
			Select One					
			Select One					
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	

[1] List grade groups that have access to meal service.

[2]Select option. If other describe here:

# Exhibit A-3: School/ Site Meal Information- CACFP

Not Applicable

Data based on Current School Year Operations

School/ Site Name	Address	Grade Levels [1]	Type of Service [2]	Beginning and Ending Times of Meal Services				No. of Annual Serving Days
				Pre- K AM Snack	Pre-K PM Snack	At Risk After School Snack	At Risk After School Supper	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One					
			Select One					
			Select One					
			Select One	—	—	—	—	
			Satelite Recieving School	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	
			Select One	—	—	—	—	

[1] List grade groups that have access to meal service.

[2]Select option. If other describe here:

# Exhibit A-3: School/ Site Meal Information- SUMMER

Data based on Current Program Year

School/ Site Name	Address	Type of Service [1]	Beginning and Ending Times of Meal Service		No. Of Serving Days
			Breakfast	Lunch	
Jackson Middle (D45)	301 W. Jackson, VP	Pre-Packaged meals	8:00am – 8:20am	N/A	15
Alright Middle (D48)	1110 S. Villa Ave, VP	Pre-Packaged meals	7:30am – 8:00am	N/A	11
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	
		Select One	–	–	

[1] Select option. If other describe here:

# Exhibit A-4: Current and Projected Enrollment

School/ Site Name	Current Enrollment	Projected Enrollment		
	2024-2025	2025-2026	2026-2027	2027-2028
Ardmore Elem School	413	415	415	415
Jackson Middle School	634	635	635	635
Jefferson Middle School	357	355	355	355
North Elem School	421	425	425	425
Schafer Elem School	366	365	365	365
Stevenson Elem School	177	175	175	175
Westmore Elem School	413	415	415	415
York Center Elem School	166	165	165	165
Albright Middle School	177	139	139	139
Stella May Swartz School	162	165	165	165
Salt Creek Primary School	102	153	153	153

# Exhibit B-1: 21-Day Cycle Menu(s)

7 CFR 210.16(b) requires that the RFP contain a 21-day cycle menu developed in accordance with the provisions in 7 CFR 210, 7 CFR 220, 7 CFR 225 and 7 CFR 226 for meal pattern requirements. When other Programs are also operated, the cycle menu must meet the meal pattern requirements for all Programs as found in the respective Program regulations for meal patterns, i.e., NSLP, SBP, SFSP, etc. The purpose of the SFA providing the 21-day cycle menu in the RFP is for evaluation of offers based on the estimated average cost per meal.

The State Agency has allowed the SFA to require all proposers to develop and submit a 21-day cycle menu that, if awarded the contract, will be the service menu for the SFA.

## 21-Day cycle menu requirements

- A menu must be submitted for **each meal types and all programs** within the proposal.
- All menus proposed must meet the USDA meal pattern requirements for all programs within the proposal.
- All menus proposed must meet local menu and dietary specifications for all programs within the proposals.
- All menus must be accompanied by detailed nutritional analysis.
- All menus must include estimated average cost per meal.

# Exhibit B-1: 21-DAY CYCLE MENU- BREAKFAST

SNP/SSO

For Grade Groups: Kindergarten - 12th Grade

	1	Item	2	Item	3	Item	4	Item	5	Item
G G or M/MA  F or V  F or V  Mik Condimen t	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Mini Pancakes Turkey Sausage Fresh Blueberries 100% Pineapple Juice Milk Choice Lite Syrup	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	WG Toast Scrambled Eggs Green Peppers Orange Slices Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	English Muffin Hard Boiled Egg Diced Peaches 100% Apple Juice Milk Choice Jam	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Cereal Bowl WG Toast Fresh Banana 100% Grape Juice Milk Choice	2 oz.  1/2 c. 1/2 c. 1 c.	Bagel  Kiwi Tomato Slices Milk Choice Cream Cheese
	6	Item	7	Item	8	Item	9	Item	10	Item
G G or M/MA  F or V  F or V  Mik Condimen t	1 oz. 1 oz. 1/4 c. 1/2 c. 1 c.	Oatmeal WG Toast Raisins Blueberries Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Cereal Bowl WG Toast Fresh Banana 100% Orange Juice Milk Choice	2 oz.  1/2 c. 1/2 c. 1 c.	WG Waffles  Pineapple Chunks 100% Apple Juice Milk Choice Lite Syrup	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Cereal Bowl Animal Crackers Diced Pears 100% Grape Juice Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	English Muffin Peanut Butter Sliced Peaches Apple Milk Choice
	11	Item	12	Item	13	Item	14	Item	15	Item
G G or M/MA  F or V  F or V  Mik Condimen t	2 oz.  1/2 c. 1/2 c. 1 c.	French Toast Sticks  Applesauce 100% Pineapple Juice Milk Choice Lite Syrup	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Cereal Bowl WG Toast Fresh Banana 100% Orange Juice Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	WG Biscuit Sausage Gravy Mixed Fruit 100% Apple Juice Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	Cereal Bowl Hard Boiled Egg Orange Wedges 100% Grape Juice Milk Choice	1 oz. 1 oz. 1/2 c. 1/2 c. 1 c.	WG Toast Scrambled Eggs Green Peppers Orange Slices Milk Choice
	16	Item	17	Item	18	Item	19	Item	20	Item

<b>G G or M/MA  F or V  F or V  Mik Condiment</b>	1 oz. Oatmeal 1 oz. Granola Bar 1/4 c. Raisins 1/2 c. 100% Pineapple Juice 1 c. Milk Choice	1 oz. Cereal Bowl 1 oz. WG Toast 1/2 c. Apple Slices 1/2 c. 100% Orange Juice	2 oz. Waffles  1/2 c. Peaches 1/2 c. 100% Apple Juice  Lite Syrup	1 oz. Cereal Bowl 1 oz. Graham Crackers 1/2 c. Cinnamon Apples 1/2 c. 100% Grape Juice	1 oz. Donut 1 oz. Turkey Sausage 1/2 c. Pineapple 1/2 c. Blackberries
	<b>2</b> <b>1</b> <b>Item</b>	The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service. In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in the USDA Meal Pattern. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in the USDA Meal Patterns, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without significantly altering the 21-day cycle menu(s). Prior to submitting a bid/proposal, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid/proposal should take into consideration this determination. G= GRAIN, M/MA= MEAT/MEAT ALTERNATIVE, F=FRUIT, V=VEGETABLE			
<b>G G or M/MA  F or V  F or V  Mik Condiment</b>	1 oz. Mini Pancakes 1 oz. Turkey Sausage 1/2 c. Mixed Fruit 1/2 c. 100% Orange Juice 1 c. Milk Choice  Lite Syrup				

## Exhibit B-1: 21-DAY CYCLE MENU- LUNCH

SNP/SSO

For Grade Groups: Kindergarten - 8th Grade					
	Dark Green	Red Orange	Beans/Peas	Starchy	Other
	1 <b>Item</b>	2 <b>Item</b>	3 <b>Item</b>	4 <b>Item</b>	5 <b>Item</b>
<b>M/MA  G  F  V  V Condiment</b>	2 oz. Baked Chicken 1 oz. Brown Rice 1/2 c. Fresh Apple 3/4 c. 1/2 cup Carrot Sticks 1/4 cup Celery Sticks  FF Ranch	2 oz. Fish Sticks 1 oz. Dinner Roll/ each Breading 1/2 c. Peaches 3/4 c. 1/2 cup Potato Rounds 1/4 cup Baby Carrots  Tarter Sauce	2 oz. Cheese Pizza 2 oz. WG Pizza Crust 1/2 c. Orange Slices 3/4 c. 1 cup Romaine 1/4 cup Corn  FF Dressing	2 oz. Chicken Tenders 1 oz. WG Breading 1/2 c. Strawberries 3/4 c. 1/2 cup Mashed Potatoes 1/4 cup Cucumbers  BBQ Sauce	2 oz. Chicken Quesadilla 2 oz. Tortilla 1/2 c. Pineapple Chunks 3/4 c. 1/2 cup T Bean Salad 1/4 cup Salsa  
	6 <b>Item</b>	7 <b>Item</b>	8 <b>Item</b>	9 <b>Item</b>	10 <b>Item</b>
<b>M/MA</b>	2 oz. Meat Balls	2 oz. Chicken Nuggets	2 oz. Hamburger	2 oz. Grilled Chicken	2 oz. Grilled Cheese

<b>G</b>	2 oz.	WG Spaghetti	1 oz.	WG Breeding	2 oz.	Bun	1 oz.	Tortilla	2 oz.	Bread Slices
<b>F</b>	1/2 c.	Mixed Berries	1/2 c.	Grapes	1/2 c.	Fruit Cocktail	1/2 c.	Cantaloupe Wedges	1/2 c.	1/2 cup Diced Pears
<b>V</b>	3/4 c	1 cup Spinach Salad	3/4 c	1/2 cup French Fries	3/4 c	1/2 cup Sweet Pot Fries	3/4 c	1/2 cup Parsnips	3/4 c	1/2 cup Baked Beans
<b>V</b>		1/4 cup Tomato Sauce		1/4 cup Green Beans		1/4 cup pickles		1/4 cup Green Beans		1/4 cup Butternut Squash
<b>Condiment</b>		FF Dressing		BBQ Sauce		Ketchup		Cesar Dressing		
	1	Item	1	Item	1	Item	1	Item	1	Item
<b>M/MA</b>	2 oz.	Ground Beef (Sloppy Joe)	2 oz.	Beef Crumbles (Chili)	2 oz.	Grilled Chicken	2 oz.	Hot Ham and Cheese	2 oz.	Ground Beef & Cheese
<b>G</b>	2 oz.	Bun	1 oz.	Oyster Crackers	2 oz.	Bun	2 oz.	Bread Slices	2 oz.	Lasagna Noodles
<b>F</b>	1/2 c.	Watermelon	1/2 c.	Mixed Fruit	1/2 c.	1/2 cup Apple Slices	1/2 c.	Orange Wedges	1/2 c.	Applesauce
<b>V</b>	3/4 c	1/2 cup Potato Salad	3/4 c	1/4 cup Variety Beans	3/4 c	1/2 cup Sweet Potato	3/4 c	1/4 cup Hummus	3/4 c	1 cup Romaine
<b>V</b>		1/4 cup Coleslaw		1/2 cup Carrot Coins		1/4 cup Broccoli		1/2 cup Sliced Celery		1/4 cup Tomato Sauce
<b>Condiment</b>						BBQ Sauce				FF Dressing
	1	Item	1	Item	1	Item	1	Item	2	Item
<b>M/MA</b>	6	Item	7	Item	8	Item	9	Item	0	Item
<b>M/MA</b>	2 oz.	Ground Turkey & Cheese	2 oz.	Teriyaki Chicken	2 oz.	Pulled Pork (BBQ)	2 oz.	Meatloaf	2 oz.	Turkey and Cheese
<b>G</b>	2 oz.	Ziti Noodles	1 oz.	Brown Rice	2 oz.	Bun	1 oz.	Dinner Roll	2 oz.	Pita Bread
<b>F</b>	1/2 c.	Sliced Peaches	1/2 c.	Pineapple Chunks	1/2 c.	Cinnamon Apples	1/2 c.	Diced Pears	1/2 c.	Sliced Kiwi
<b>V</b>	3/4 c	1/4 cup Tomato Sauce	3/4 c	1/2 cup Broccoli	3/4 c	1 cup Spinach Salad	3/4 c	1/2 cup Baked Beans	3/4 c	1/2 cup Sweet Potato Fries
<b>V</b>		1/2 cup Corn		1/4 cup Cauliflower		1/4 cup Cherry Tomatoes		1/4 cup Mashed Potatoes		1/4 cup Green Beans
<b>Condiment</b>						FF Dressing				Mustard
	2	Item	<p>The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service. In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in the USDA Meal Pattern. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in the USDA Meal Patterns, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without significantly altering the 21-day cycle menu(s). Prior to submitting a bid/proposal, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid/proposal should take into consideration this determination.</p> <p>G= GRAIN, M/MA= MEAT/MEAT ALTERNATIVE, F=FRUIT, V=VEGETABLE</p>							
<b>M/MA</b>	1	Item								
<b>M/MA</b>	2 oz.	Beef & Cheese								
<b>G</b>	2 oz.	Taco Shells								
<b>F</b>	1/2 c.	Mandarin Oranges								
<b>V</b>	3/4 c	3/4 cup Romaine								
<b>V</b>		1/8 cup Diced Tomatoes (Taco Salad)								

Condiment	1/4 cup Corn	1 cup milk choice served daily
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Exhibit B-1: 21-DAY CYCLE MENU- LUNCH					SNP/SSO
For Grade Groups: 9TH - 12TH Grade					
	Dark Green	Red Orange	Beans/Peas	Starchy	Other
	1 Item	2 Item	3 Item	4 Item	5 Item
G	2 oz. Baked Chicken	2 oz. Fish Sticks	2 oz. Cheese Pizza	2 oz. Chicken Tenders	2 oz. Chicken Quesadilla
M/MA	2 oz. Brown Rice	1 oz. Dinner Roll/ each Breeding	2 oz. WG Pizza Crust	1 oz. Dinner Roll/ Breeding	2 oz. Tortilla
F	1 c. Fresh Apple	1 c. Peaches	1 c. Orange Slices	1 c. Strawberries	1 c. Pineapple Chunks
V	1 c. 1/2 cup Carrot Sticks	1 c. 1/2 cup Potato Rounds	1 c. 1 cup Romaine	1 c. 1/2 cup Mashed Potatoes	1 c. 3/4 cup T Bean Salad
V	1/2 cup Celery Sticks	1/2 cup Baby Carrots	1/2 cup Corn	1/2 cup Cucumbers	1/4 cup Salsa
Condiment	FF Ranch	Tarter Sauce	FF Dressing	BBQ Sauce	
	6 Item	7 Item	8 Item	9 Item	10 Item
G	2 oz. Meat Balls	2 oz. Chicken Nuggets	2 oz. Hamburger	2 oz. Grilled Chicken	2 oz. Grilled Cheese
M/MA	2 oz. WG Spaghetti	1 oz. Dinner Roll/ each Breeding	2 oz. Bun	2 oz. Tortilla	2 oz. Bread Slices
F	1 c. Mixed Berries	1 c. Grapes	1 c. Fruit Cocktail	1 c. Cantaloupe Wedges	1 c. Diced Pears
V	1 c. 1.5 cup Spinach Salad	1 c. 1/2 cup French Fries	1 c. 3/4 cup Sweet Pot Fries	1 c. 1/2 cup Parsnips	1 c. 1/2 cup Baked Beans
V	1/4 cup Tomato Sauce	1/2 cup Green Beans	1/4 cup pickles	1/2 cup Green Beans	1/2 cup Butternut Squash
Condiment	FF Dressing	BBQ Sauce	Ketchup	Cesar Dressing	
	11 Item	12 Item	13 Item	14 Item	15 Item
G	2 oz. Ground Beef (Sloppy Joe)	2 oz. Beef Crumbles (Chili)	2 oz. Grilled Chicken	2 oz. Hot Ham and Cheese	2 oz. Ground Beef & Cheese
M/MA	2 oz. Bun	1 oz. Dinner roll/Crackers	2 oz. Bun	2 oz. Bread Slices	2 oz. Lasagna Noodles
F	1 c. Watermelon	1 c. Mixed Fruit	1 c. Apple Slices	1 c. Orange Wedges	1 c. Applesauce
V	1 c. 1/2 cup Potato Salad	1 c. 1/4 cup Variety Beans	1 c. 1/2 cup Sweet Potato	1 c. 1/2 cup Hummus	1 c. 1.5 cup Romaine
V	1/2 cup Coleslaw	3/4 cup Carrot Coins	1/2 cup Broccoli	1/2 cup Sliced Celery	1/4 cup Tomato Sauce
Condiment			BBQ Sauce		FF Dressing

	1 6	Item	1 7	Item	1 8	Item	1 9	Item	2 0	Item
G	2	oz. Ground Turkey & Cheese	2 oz.	Teriyaki Chicken	2	oz. Pulled Pork (BBQ)	2 oz.	Meatloaf	2 oz.	Turkey and Cheese
M/MA	2	oz. Ziti Noodles	2 oz.	Brown Rice	2	oz. Bun	2 oz.	Dinner Roll	2 oz.	Pita Bread
F	1 c.	Sliced Peaches	1 c.	Pineapple Chunks	1 c.	Cinnamon Apples	1 c.	Diced Pears	1 c.	Sliced Kiwi
V	1 c.	1/2 cup Mashed Potatoes	1 c.	1/2 cup Broccoli	1 c.	1 cup Spinach Salad	1 c.	3/4 cup Baked Beans	1 c.	1/2 cup Sweet Potato Fries
V		1/2 cup Corn		1/2 cup Cauliflower		1/2 cup Cherry Tomatoes		1/4 cup Tomato Sauce		1/2 cup Green Beans
Condiment						FF Dressing				Mustard
G	2 1	Item	<p>The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service. In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in the USDA Meal Pattern. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in the USDA Meal Patterns, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without significantly altering the 21-day cycle menu(s). Prior to submitting a bid/proposal, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid/proposal should take into consideration this determination.</p> <p>G= GRAIN, M/MA= MEAT/MEAT ALTERNATIVE, F=FRUIT, V=VEGETABLE</p>							
M/MA	2	oz. Beef & Cheese								
F	2	oz. Taco Shells								
V	1 c.	Mandarin Oranges								
V	1 c.	3/4 cup Romaine								
V		1/8 cup Diced Tomatoes (Taco Salad)								
Condiment		1/2 cup Corn								
			1 cup milk choice served daily							

Exhibit B-1: 21-DAY CYCLE MENU- After School Snack										SNP
For Grade Groups: Kindergarden - 12th Grade										
	1	Item	2	Item	3	Item	4	Item	5	Item
G			1.5				1 oz	Tortilla	2 tbsp	Sunbutter
M/MA	1/2	LF Yoogurt	oz.	Corn Muffin	1	Cheese Stick	1 oz	Ham and Cheese roll up		
F or V	3/4				3/4					
Mik	4	Banana	3/4 c	Orange Slices	c	Cucumbers			3/4 c	Apple Slices
	6	Item	7	Item	8	Item	9	Item	10	Item

G M/MA F or V Mik	1 oz Hummus 3/4 c Carrots/Celery	1 oz Pretzel 3/4 c 100% Fruit Juice	1 oz Cottage Cheese 3/4 c Apricots	1 oz Tortilla Chips 3/4 c Corn and Black Bean Salsa	1 oz Crackers 1 oz Tuna Salad
	1 1 Item	1 2 Item	1 3 Item	1 4 Item	1 5 Item
G M/MA F or V Mik	1 oz Bagel w/ Jam 3/4 c Watermelon	1 oz Cheese Cubes 3/4 c Grapes	1/2 c. LF Yoogurt 3/4 c. Mixed Berries	1 oz Pretzel 3/4 c 100% Fruit Juice	2 tbps Almond Butter 3/4 c Celery Sticks
	1 6 Item	1 7 Item	1 8 Item	1 9 Item	2 0 Item
G M/MA F or V Mik	1 oz Crackers 1 oz Chicken Salad	1 oz Cottage Cheese Cinnamon Applesauce 3/4 c	1 oz Hummus 3/4 c Carrots/Celery	1.5 oz. Corn Muffin 3/4 c Kiwi	1 oz Tortilla Turkey and Cheese roll up 1 oz
	2 1 Item	<p>The contractor must adhere to each 21-day cycle menu for the first 21 days of meal service. In most cases, the serving sizes provided on the 21-day cycle menu(s) are based on the required minimum serving sizes stated in the USDA Meal Pattern. If the serving sizes for the food items indicated on the menu(s) do not meet the required average daily calorie range and nutrient standards as stated in the USDA Meal Patterns, the contractor awarded the contract is required to adjust serving sizes and/or provide additional food items as necessary to meet the calorie range and nutrient standards without significantly altering the 21-day cycle menu(s). Prior to submitting a bid/proposal, it is the contractor's responsibility to conduct a nutritional analysis of the menu(s) based on the products/brands to be served in order to determine if serving size adjustments and/or additional food items will be necessary. The contractor's bid/proposal should take into consideration this determination.</p> <p>G= GRAIN, M/MA= MEAT/MEAT ALTERNATIVE, F=FRUIT, V=VEGETABLE</p>			
G M/MA F or V Mik	1 oz Pretzel 3/4 c 100% Fruit Juice				

## Exhibit B-2: Meal Choices and Options

[illegible]

### Exhibit B-3: A la Carte Price List

[illegible]

## Exhibit C: USDA Foods Order

<b>Agency Name:</b>	VILLA PARK SCHOOL DIST 45	<b>Beginning PAL Balance:</b>	\$141,449.4000
<b>Agreement Nbr:</b>	19022045002A1		
<b>Contract Nbr:</b>	02201200A2025	<b>PAL Processing Deduction:</b>	\$36,996.9875
		DoD Fresh Fruits & Vegetables Deduction	\$61,000.0000
<b>Representative:</b>	Patti Volling	<b>Available for PAL USDA Foods Requests:</b>	\$43,452.4125
<b>Phone Nbr:</b>	(630) 516-7330	<b>Value of USDA Foods Requested:</b>	\$44,056.2091

<u>Status</u>	<u>Code</u>	<u>USDA Foods Name</u>	<u>Case Value</u>	<u>Pack Size</u>	<u>Accept</u>	<u>Requested</u>	<u>Balance</u>
PAL - Dairy, Grains, Nuts, Oils							
A	100036	CHEESE, BLND, AM/SKIM YELLOW SLC	\$64.0290	6/5# LOAVES	N	0	0
A	100012	CHEESE, CHEDDAR R/F SHRED YELLOW	\$69.6570	6/5# BAGS	Y	16	8
A	100034	CHEESE, MOZZ LT SHRED FRZ	\$66.3030	30# BOX	N	0	0
A	110396	CHEESE, MOZZ, STRING, 1 OZ STICKS	\$64.3612	360/1 oz sticks	Y	6	3
A	110501	MACARONI, WHOLE GRAIN-RICH BLEND	\$42.0720	20# Carton	N	0	0
A	100439	OIL, VEGETABLE	\$35.8004	6/1 GAL BTL	N	0	0
A	110393	PANCAKES, WHOLE GRAIN FRZ	\$11.8735	12# CARTON	Y	95	39
A	100396	PEANUT BUTTER, SMOOTH	\$43.0350	6/5# CANS	N	0	0
A	110520	PENNE, WHOLE GRAIN-RICH BLEND	\$42.2660	20# Carton	N	0	0
A	100500	RICE, BROWN, LONG GR, PARBOILED	\$41.2464	24/2# BAGS	Y	10	6
A	110506	SPAGHETTI, WHOLE GRAIN-RICH BLEND	\$42.0320	20# Carton	N	0	0
A	110504	ROTINI, WHOLE GRAIN-RICH BLEND	\$40.1360	20# Carton	N	0	0
A	100935	SUNFLOWER SEED BUTTER	\$43.7520	6/5# CANS	N	0	0
A	110394	TORTILLA, WHOLE GRAIN FRZ	\$25.2558	288 1.5 oz TORTILLAS	Y	2	2
PAL - Fruits							
A	100206	APPLE SLICES, CND UNSWT	\$39.0507	6/#10 CANS	N	0	0
A	110541	APPLESAUCE, CND, UNSWT	\$22.9437	6/#10 CANS	N	0	0
A	110361	APPLESAUCE CUPS, UNSWT, 96/4.5 OZ	\$19.9989	96/ 4.5 OZ CUPS	Y	360	148
A	100261	APRICOT CUPS, DICED, FRZ, 4.5 OZ	\$45.2602	96/4.5 OZ CUP	N	0	0
A	100216	APRICOTS, DICED, XLT SYRUP, CND	\$45.8905	6/#10 CANS	N	0	0
A	110623	BLUEBERRIES, HIGHBUSH FRZ 12/2.5#	\$43.1460	12/2.5# CARTONS	Y	7	0
A	111643	CHERRIES,TART, DRIED INDIVIDUAL PORTION	\$107.2700	250/1.36OZ BAG	N	0	0
A	110723	CRANBERRIES, DRIED, 300/1.16 oz	\$47.4520	300/1.16oz pkgs	Y	40	23
A	110859	MIXED BERRIES, CUP, FRZ	\$39.6072	96/4oz cups	Y	40	0
A	100212	MIXED FRUIT, XLT SYRUP, CND	\$44.1185	6/#10 CANS	Y	40	21
A	100241	PEACH CUPS, DICED, FRZ, 4.4 OZ	\$42.5858	96/4.4 OZ CUPS	Y	40	40
A	100220	PEACHES, CLING, DICED, XLT SYRUP, CND	\$45.9828	6/#10 CANS	Y	40	31
A	100219	PEACHES, SLICED, XLT SYRUP, CND	\$42.3775	6/#10 CANS	N	0	0
A	100239	PEACHES, FREESTONE, SLC, FRZ	\$26.2800	20# CARTON	N	0	0
A	100225	PEARS, DICED, XLT SYRUP, CND	\$45.5909	6/#10 CANS	Y	40	17
A	100224	PEARS, SLICED, XLT SYRUP, CND	\$50.5442	6/#10 CANS	N	0	0
A	100293	RAISINS, UNSWT 144/1.33 OZ BOXES	\$24.0576	144/1.33 OZ BOXES	Y	40	23
A	110846	STRAWBERRIES WHOLE IQF 12/2.5#	\$46.6650	12/2.5# CARTON	N	0	0
A	100256	STRAWBERRY CUPS, DICED, FRZ, 4.5 OZ	\$47.0448	96/4.5 OZ CUPS	Y	90	90
A	100254	STRAWBERRIES, SLICED, FRZ	\$42.9450	30# CARTON	Y	6	0
PAL - Meats/Alternates							

A	100134	BEEF CRUMBLES, COOKED W/SPP	\$169.6240	4/10# PKG.	Y	6	6
A	100158	BEEF, FINE GROUND RAW FRZ	\$160.9760	40# CARTON	N	0	0
A	100163	BEEF PATTY LEAN, RAW FRZ 3.1 oz	\$172.7440	40# CARTON	N	0	0
A	110348	BEEF PATTY RAW IQF W/SPP 2.8 oz	\$147.2880	40# CARTON	Y	10	10
A	110322	BEEF PATTY W/SPP COOKED HMSTYLE 2.2oz	\$174.5360	40# CARTON	N	0	0
A	100188	HAM, COOKED, DICED, FRZ.	\$95.7600	8/5# PKG	N	0	0
A	100187	HAM, COOKED, SLICED, FRZ.	\$98.3080	8/5# PKG	Y	2	2
A	110851	POLLOCK STICKS, BRD FRZ	\$96.7400	40# CASE	N	0	0
A	100173	PORK LEG ROAST, RAW, FRZ	\$75.9680	36-42 LB CTN	N	0	0
A	110730	PORK, UNSEASONED PULLED COOKED FRZ	\$98.4640	8/5# Packages	Y	4	4
PAL - Poultry/Eggs							
A	111361	CHICKEN CUT UP, RAW, FRZ	\$80.9080	40 LB Case	N	0	0
A	100101	CHICKEN, DICED, COOKED, FRZ	\$98.9920	40# CARTON	Y	6	6
A	100117	CHICKEN, FAJITA STRIPS	\$81.2760	30# CARTON	N	0	0
A	110921	CHICKEN, FILLET, UNBREADED, FRZ	\$94.5090	30# CASE	N	0	0
A	110080	CHICKEN, OVEN ROASTED	\$143.1240	30# CARTON	N	0	0
A	110462	CHICKEN STRIPS, COOKED UNSEASONED	\$78.0330	30# CASE	N	0	0
A	110931	EGG, PATTY, COOKED ROUND, FRZ	\$55.8700	25# CASE	N	0	0
A	100046	EGGS, WHOLE, FROZEN	\$32.7810	6/5# CASE	N	0	0
A	110554	TURKEY BRST, DELI, SLICED, FRZ	\$124.0000	8/5# Packages	Y	2	1
A	100122	TURKEY BRST, DELI, SMK, FRZ	\$124.8000	40# CASE	N	0	0
A	100126	TURKEY HAMS, FRZ	\$111.6000	40# CARTON	N	0	0
A	100125	TURKEY ROAST, FROZEN	\$114.3760	32-48# CARTON	N	0	0
A	110911	TURKEY, SMOKED HAM, SLICED	\$112.0000	8/5# PKGS	Y	2	0
A	100119	TURKEY TACO FILLING	\$50.7000	30# CASE	N	50	50
PAL - Vegetables							
A	100359	BEANS, BLACK (TURTLE), LOW-SODIUM, CND	\$22.5747	6/#10 CANS	Y	30	9
A	100360	BEANS, GARBANZO, LOW-SODIUM, CND	\$19.5615	6/#10 CANS	Y	35	15
A	100307	BEANS, GREEN, CND, LOW SODIUM	\$16.4768	6/#10 CANS	N	0	0
A	100351	BEANS, GREEN, FRZ, NO SALT	\$21.7200	30# CASE	Y	30	15
A	100365	BEANS, PINTO, LOW-SODIUM, CND	\$21.6432	6/#10 CANS	N	0	0
A	100362	BEANS, REFRIED, LOW SODIUM, CND	\$40.2780	6/#10 CANS	Y	5	5
A	100366	BEANS, SMALL RED, LOW-SODIUM, CND	\$22.0523	6/#10 CANS	N	0	0
A	100364	BEANS, VEGETARIAN, LOW-SODIUM, CND	\$20.6550	6/#10 CANS	Y	20	4
A	110473	BROCCOLI, NO SALT ADDED, FRZ	\$54.8610	30# case	Y	30	2
A	100309	CARROTS, SLC, LOW-SODIUM, CND	\$22.6690	6/#10 CANS	N	0	0
A	100352	CARROTS,SLC, NO SALT ADDED, FRZ	\$19.2420	30# CASE	N	0	0
A	100313	CORN, CND, NO SALT	\$23.5280	6/#10 CANS	N	0	0
A	100348	CORN, WHOLE KERNEL, FRZ	\$19.7940	30# CARTON	N	45	28
A	111230	MIXED VEGETABLES FRZ	\$26.6970	6/5 LB BAG	N	0	0
A	100315	PEAS, CND, LOW SODIUM	\$27.5196	6/#10 CANS	Y	8	8
A	100350	PEAS, FRZ	\$23.0850	30# CARTON	Y	15	6
A	110844	POTATOES, DICED FRZ	\$27.0480	6/5# CASE	N	0	0
A	100357	POTATO, OVEN FRY, FRZ	\$39.9570	6/5# PKG.	Y	52	42
A	100355	POTATO WEDGES, FRZ	\$43.0350	6/5# PKG.	Y	44	21
A	110186	SALSA, POUCH, LOW SODIUM	\$29.4230	6/106oz POUCHES	N	0	0
A	110177	SPAGHETTI S, MEATLESS PCH LOW SODIUM	\$26.2748	6/106 OZ POUCHES	N	0	0
A	110721	SWT POTATO CRINKLE CUT OVEN FRY	\$43.4910	6/5# Packages	Y	20	6
A	100317	SWT POTATOES, XLT SYRUP, CND, LOW SODIUM	\$28.2609	6/#10 CANS	Y	5	0
A	100329	TOMATOES, DICED, CND	\$20.8463	6/#10 CANS	N	0	0
A	110187	TOMATO SAUCE POUCH, LOW SODIUM	\$26.7160	6/106oz POUCHES	N	0	0

**Illinois State Board of Education**  
**Food Distribution Program**  
**PAL Orders - 2025**

<b>Agency Name:</b>	SALT CREEK SCHOOL DIST 48	<b>Beginning PAL Balance:</b>	\$8,399.2500
<b>Agreement Nbr:</b>	19022048002A1		
<b>Contract Nbr:</b>	02201300A2025	<b>PAL Processing Deduction:</b>	\$3,056.5057
		DoD Fresh Fruits & Vegetables Deduction	\$3,500.0000
<b>Representative:</b>	Dr. Amy M Zaher	<b>Available for PAL USDA Foods Requests:</b>	\$1,842.7443
<b>Phone Nbr:</b>	(630) 279-8400	<b>Value of USDA Foods Requested:</b>	\$1,656.0200

Status	Code	USDA Foods Name	Case Value	Pack Size	Accept	Requested	Balance
PAL - Dairy, Grains, Nuts, Oils							
A	100036	CHEESE, BLND, AM/SKIM YELLOW SLC	\$64.0290	6/5# LOAVES	N	0	0
A	100012	CHEESE, CHEDDAR R/F SHRED YELLOW	\$69.6570	6/5# BAGS	N	0	0
A	100034	CHEESE, MOZZ LT SHRED FRZ	\$66.3030	30# BOX	N	0	0
A	110396	CHEESE, MOZZ, STRING, 1 OZ STICKS	\$64.3612	360/1 oz sticks	Y	2	1
A	110501	MACARONI, WHOLE GRAIN-RICH BLEND	\$42.0720	20# Carton	N	0	0
A	100439	OIL, VEGETABLE	\$35.8004	6/1 GAL BTL	N	0	0
A	110393	PANCAKES, WHOLE GRAIN FRZ	\$11.8735	12# CARTON	N	0	0
A	100396	PEANUT BUTTER, SMOOTH	\$43.0350	6/5# CANS	N	0	0
A	110520	PENNE, WHOLE GRAIN-RICH BLEND	\$42.2660	20# Carton	N	0	0
A	100500	RICE, BROWN, LONG GR, PARBOILED	\$41.2464	24/2# BAGS	Y	2	0
A	110506	SPAGHETTI, WHOLE GRAIN-RICH BLEND	\$42.0320	20# Carton	N	0	0
A	110504	ROTINI, WHOLE GRAIN-RICH BLEND	\$40.1360	20# Carton	N	0	0
A	100935	SUNFLOWER SEED BUTTER	\$43.7520	6/5# CANS	N	0	0
A	110394	TORTILLA, WHOLE GRAIN FRZ	\$25.2558	288 1.5 oz TORTILLAS	Y	2	0
PAL - Fruits							
A	100206	APPLE SLICES, CND UNSWT	\$39.0507	6/#10 CANS	N	0	0
A	110541	APPLESAUCE, CND, UNSWT	\$22.9437	6/#10 CANS	N	0	0
A	110361	APPLESAUCE CUPS, UNSWT, 96/4.5 OZ	\$19.9989	96/ 4.5 OZ CUPS	Y	5	0
A	100261	APRICOT CUPS, DICED, FRZ, 4.5 OZ	\$45.2602	96/4.5 OZ CUP	N	0	0
A	100216	APRICOTS, DICED, XLT SYRUP, CND	\$45.8905	6/#10 CANS	N	0	0
A	110623	BLUEBERRIES, Highbush FRZ 12/2.5#	\$43.1460	12/2.5# CARTONS	N	0	0
A	111643	CHERRIES, TART, DRIED INDIVIDUAL PORTION	\$107.2700	250/1.36OZ BAG	N	0	0
A	110723	CRANBERRIES, DRIED, 300/1.16 oz	\$47.4520	300/1.16oz pkgs	Y	4	0
A	110859	MIXED BERRIES, CUP, FRZ	\$39.6072	96/4oz cups	N	0	0
A	100212	MIXED FRUIT, XLT SYRUP, CND	\$44.1185	6/#10 CANS	Y	2	2
A	100241	PEACH CUPS, DICED, FRZ, 4.4 OZ	\$42.5858	96/4.4 OZ CUPS	N	0	0
A	100220	PEACHES, CLING, DICED, XLT SYRUP, CND	\$45.9828	6/#10 CANS	N	0	0
A	100219	PEACHES, SLICED, XLT SYRUP, CND	\$42.3775	6/#10 CANS	Y	2	2
A	100239	PEACHES, FREESTONE, SLC, FRZ	\$26.2800	20# CARTON	N	0	0
A	100225	PEARS, DICED, XLT SYRUP, CND	\$45.5909	6/#10 CANS	N	0	0
A	100224	PEARS, SLICED, XLT SYRUP, CND	\$50.5442	6/#10 CANS	N	0	0
A	100293	RAISINS, UNSWT 144/1.33 OZ BOXES	\$24.0576	144/1.33 OZ BOXES	Y	6	1
A	110846	STRAWBERRIES WHOLE IQF 12/2.5#	\$46.6650	12/2.5# CARTON	N	0	0
A	100256	STRAWBERRY CUPS, DICED, FRZ, 4.5 OZ	\$47.0448	96/4.5 OZ CUPS	N	0	0
A	100254	STRAWBERRIES, SLICED, FRZ	\$42.9450	30# CARTON	N	0	0

PAL - Meats/Alternates

A	100134	BEEF CRUMBLES, COOKED W/SPP	\$169.6240	4/10# PKG.	N	0	0
A	100158	BEEF, FINE GROUND RAW FRZ	\$160.9760	40# CARTON	N	0	0
A	100163	BEEF PATTY LEAN, RAW FRZ 3.1 oz	\$172.7440	40# CARTON	N	0	0
A	110348	BEEF PATTY RAW IQF W/SPP 2.8 oz	\$147.2880	40# CARTON	N	0	0
A	110322	BEEF PATTY W/SPP COOKED HMSTYLE 2.2oz	\$174.5360	40# CARTON	Y	1	1
A	100188	HAM, COOKED, DICED, FRZ.	\$95.7600	8/5# PKG	N	0	0
A	100187	HAM, COOKED, SLICED, FRZ.	\$98.3080	8/5# PKG	N	0	0
A	110851	POLLOCK STICKS, BRD FRZ	\$96.7400	40# CASE	N	0	0
A	100173	PORK LEG ROAST, RAW, FRZ	\$75.9680	36-42 LB CTN	N	0	0
A	110730	PORK, UNSEASONED PULLED COOKED FRZ	\$98.4640	8/5# Packages	N	0	0
PAL - Poultry/Eggs							
A	111361	CHICKEN CUT UP, RAW, FRZ	\$80.9080	40 LB Case	N	0	0
A	100101	CHICKEN, DICED, COOKED, FRZ	\$98.9920	40# CARTON	N	0	0
A	100117	CHICKEN, FAJITA STRIPS	\$81.2760	30# CARTON	N	0	0
A	110921	CHICKEN, FILLET, UNBREADED, FRZ	\$94.5090	30# CASE	N	0	0
A	110080	CHICKEN, OVEN ROASTED	\$143.1240	30# CARTON	N	0	0
A	110462	CHICKEN STRIPS, COOKED UNSEASONED	\$78.0330	30# CASE	N	0	0
A	110931	EGG, PATTY, COOKED ROUND, FRZ	\$55.8700	25# CASE	N	0	0
A	100046	EGGS, WHOLE, FROZEN	\$32.7810	6/5# CASE	N	0	0
A	110554	TURKEY BRST, DELI, SLICED, FRZ	\$124.0000	8/5# Packages	Y	1	0
A	100122	TURKEY BRST, DELI, SMK, FRZ	\$124.8000	40# CASE	N	0	0
A	100126	TURKEY HAMS, FRZ	\$111.6000	40# CARTON	N	0	0
A	100125	TURKEY ROAST, FROZEN	\$114.3760	32-48# CARTON	N	0	0
A	110911	TURKEY, SMOKED HAM, SLICED	\$112.0000	8/5# PKGS	N	0	0
A	100119	TURKEY TACO FILLING	\$50.7000	30# CASE	Y	6	3
PAL - Vegetables							
A	100359	BEANS, BLACK (TURTLE), LOW-SODIUM, CND	\$22.5747	6/#10 CANS	N	0	0
A	100360	BEANS, GARBANZO, LOW-SODIUM, CND	\$19.5615	6/#10 CANS	Y	3	0
A	100307	BEANS, GREEN, CND, LOW SODIUM	\$16.4768	6/#10 CANS	Y	1	1
A	100351	BEANS, GREEN, FRZ, NO SALT	\$21.7200	30# CASE	N	0	0
A	100365	BEANS, PINTO, LOW-SODIUM, CND	\$21.6432	6/#10 CANS	N	0	0
A	100362	BEANS, REFRIED, LOW SODIUM, CND	\$40.2780	6/#10 CANS	N	0	0
A	100366	BEANS, SMALL RED, LOW-SODIUM, CND	\$22.0523	6/#10 CANS	N	0	0
A	100364	BEANS, VEGETARIAN, LOW-SODIUM, CND	\$20.6550	6/#10 CANS	N	0	0
A	110473	BROCCOLI, NO SALT ADDED, FRZ	\$54.8610	30# case	N	0	0
A	100309	CARROTS, SLC, LOW-SODIUM, CND	\$22.6690	6/#10 CANS	N	0	0
A	100352	CARROTS,SLC, NO SALT ADDED, FRZ	\$19.2420	30# CASE	N	0	0
A	100313	CORN, CND, NO SALT	\$23.5280	6/#10 CANS	N	0	0
A	100348	CORN, WHOLE KERNEL, FRZ	\$19.7940	30# CARTON	N	0	0
A	111230	MIXED VEGETABLES FRZ	\$26.6970	6/5 LB BAG	Y	1	1
A	100315	PEAS, CND, LOW SODIUM	\$27.5196	6/#10 CANS	Y	3	1
A	100350	PEAS, FRZ	\$23.0850	30# CARTON	N	0	0
A	110844	POTATOES, DICED FRZ	\$27.0480	6/5# CASE	N	0	0
A	100357	POTATO, OVEN FRY, FRZ	\$39.9570	6/5# PKG.	N	0	0
A	100355	POTATO WEDGES, FRZ	\$43.0350	6/5# PKG.	N	0	0
A	110186	SALSA, POUCH, LOW SODIUM	\$29.4230	6/106oz POUCHES	N	0	0
A	110177	SPAGHETTI S, MEATLESS PCH LOW SODIUM	\$26.2748	6/106 OZ POUCHES	N	0	0
A	110721	SWT POTATO CRINKLE CUT OVEN FRY	\$43.4910	6/5# Packages	N	0	0
A	100317	SWT POTATOES, XLT SYRUP, CND, LOW SODIUM	\$28.2609	6/#10 CANS	N	0	0
A	100329	TOMATOES, DICED, CND	\$20.8463	6/#10 CANS	N	0	0
A	110187	TOMATO SAUCE POUCH, LOW SODIUM	\$26.7160	6/106oz POUCHES	N	0	0

## Exhibit D: School Year 2023-2024 Monthly Sponsor Claims for Reimbursement

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2024 Program: SNP

## Saved Successfully.

### SNP Sponsor Claim

#### Quick Links

[Site Claims](#)  
[Claim Rates](#)

#### Version

Aug 2023 Claim - Approved - 09/07/2023 ▼

#### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	11,595.94	169,847.55	158,251.61	11,595.94
National Lunch 2023	65,723.85	973,302.07	907,578.22	65,723.85
Illinois Free Breakfast & Lunch	743.00	743.00	0.00	743.00

### SD 45 DuPage County (19-022-0450-02)

#### Claim Data

Claim Month: Aug 2023  
Days of Operation: 08/01/2023 - 08/31/2023  
Days Claimed: 12  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 09/07/2023  
Date Approved: 09/07/2023

Last Updated: dvandergriftbusse

Submitted by: dvandergriftbusse

#### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

#### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free 4084

##### School Breakfast - Breakfast

###### Non-Severe Need

Free 286  
Paid 106

##### School Breakfast - Breakfast

###### Severe Need

Free 3798  
Paid 1408

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free 14491

##### National School Lunch - Lunch

###### 60% or more Eligible

Free 14491  
Paid 5376

#### Statistics

Number of sites 8

##### School Breakfast

Days Claimed 12  
Enrollment 2949

##### National School Lunch

Days Claimed 12  
Enrollment 2949

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

Site Claims  
Claim Rates

Sep 2023 Claim - Approved - 10/12/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	22,730.32	192,577.87	169,847.55	22,730.32
National Lunch 2023	119,660.05	1,092,962.12	973,302.07	119,660.05
Illinois Free Breakfast & Lunch	1,375.80	2,118.80	743.00	1,375.80

SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month: Sep 2023  
Days of Operation: 09/01/2023 - 09/29/2023  
Days Claimed: 20  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 10/12/2023  
Date Approved: 10/12/2023

Last Updated: dvandergriftbusse

Submitted by: dvandergriftbusse

Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 8012

School Breakfast - Breakfast

Non-Severe Need

Free 604  
Paid 224

School Breakfast - Breakfast

Severe Need

Free 7408  
Paid 2748

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 26383

National School Lunch - Lunch

60% or more Eligible

Free 26383  
Paid 9788

Statistics

Number of sites 8

School Breakfast

Days Claimed 20  
Enrollment 2950

National School Lunch

Days Claimed 20  
Enrollment 2950

10,984

36,171

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2024 Program: SNP

**Saved Successfully.**

**SNP Sponsor Claim**

**Quick Links**

[Site Claims](#)  
[Claim Rates](#)

**Version**

Oct 2023 Claim - Approved - 11/07/2023

**Claim Analysis**

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,403.36	3,522.16	2,118.80	1,403.36
National Breakfast 2024	23,684.75	23,684.75	0.00	23,684.75
National Lunch 2024	121,260.10	121,260.10	0.00	121,260.10

**+ SD 45 DuPage County (19-022-0450-02)**

**Claim Data**

Claim Month: Oct 2023  
Days of Operation: 10/02/2023 - 10/31/2023  
Days Claimed: 20  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 11/07/2023  
Date Approved: 11/07/2023  
Submitted by: dvandergriftbusse

Last Updated: dvandergriftbusse

**Sponsor Notes**

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

**CEP Notes**

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

**Meals**

**Illinois Free Breakfast - Breakfast**

**Illinois Free Breakfast**

Free 8348

**School Breakfast - Breakfast**

**Non-Severe Need**

Free 627  
Paid 233

**School Breakfast - Breakfast**

**Severe Need**

Free 7721  
Paid 2864

**Illinois Free Lunch - Lunch**

**Illinois Free Lunch**

Free 26736

**National School Lunch - Lunch**

**60% or more Eligible**

Free 26736  
Paid 9917

**Statistics**

Number of sites 8

**School Breakfast**

**National School Lunch**

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

Site Claims

Claim Rates

Nov 2023 Claim - Approved - 12/06/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,220.84	4,743.00	3,522.16	1,220.84
National Breakfast 2024	20,588.46	44,273.21	23,684.75	20,588.46
National Lunch 2024	105,486.30	226,746.40	121,260.10	105,486.30

SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month

Days of Operation

Days Claimed

Claim Source

Last Updated: dvandergriftbusse

Nov 2023

11/01/2023 - 11/30/2023

17

Sponsor

Status

Type

Date Received

Date Approved

Submitted by: dvandergriftbusse

Approved

Claim

12/06/2023

12/06/2023

Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

CEP Notes

Group Name

Status

Begin Date

End Date

19022045002-A23

Approved

7/1/2022

6/30/2026

CEP Eligibility

Free Claiming %

Paid Claiming %

45.58 %

72.94 %

27.06 %

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free

7263

School Breakfast - Breakfast

Non-Severe Need

Free

585

Paid

217

School Breakfast - Breakfast

Severe Need

Free

6678

Paid

2477

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free

23258

National School Lunch - Lunch

60% or more Eligible

Free

23258

Paid

8628

Statistics

Number of sites

8

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)  
[Claim Rates](#)

Dec 2023 Claim - Approved - 01/04/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,075.00	5,818.00	4,743.00	1,075.00
National Breakfast 2024	18,460.93	62,734.14	44,273.21	18,460.93
National Lunch 2024	92,347.85	319,094.25	226,746.40	92,347.85

+ SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month: Dec 2023  
Days of Operation: 12/01/2023 - 12/29/2023  
Days Claimed: 15  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 01/04/2024  
Date Approved: 01/04/2024

Last Updated: dvandergriftbusse

Submitted by: dvandergriftbusse

Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 6514

School Breakfast - Breakfast

Non-Severe Need

Free 535  
Paid 199

School Breakfast - Breakfast

Severe Need

Free 5979  
Paid 2218

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 20361

National School Lunch - Lunch

60% or more Eligible

Free 20361  
Paid 7555

Statistics

Number of sites 8

School Breakfast

National School Lunch

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)

[Claim Rates](#)

Jan 2024 Claim - Approved - 02/12/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,005.40	6,823.40	5,818.00	1,005.40
National Breakfast 2024	16,331.81	79,065.95	62,734.14	16,331.81
National Lunch 2024	87,852.50	406,946.75	319,094.25	87,852.50

+ SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month: Jan 2024  
Days of Operation: 01/01/2024 - 01/31/2024  
Days Claimed: 14  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 02/12/2024  
Date Approved: 02/12/2024

Last Updated: dvandergriftbusse

Submitted by: dvandergriftbusse

Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 5765

School Breakfast - Breakfast

Non-Severe Need

Free 486  
Paid 180

School Breakfast - Breakfast

Severe Need

Free 5279  
Paid 1957

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 19370

National School Lunch - Lunch

60% or more Eligible

Free 19370  
Paid 7186

Statistics

Number of sites 8

School Breakfast

National School Lunch

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2024 Program: SNP

# Saved Successfully.

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Feb 2024 Claim - Approved - 03/06/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,496.96	8,320.36	6,823.40	1,496.96
National Breakfast 2024	25,776.27	104,842.22	79,065.95	25,776.27
National Lunch 2024	128,404.35	535,351.10	406,946.75	128,404.35

## SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month	Feb 2024	Status	Approved
Days of Operation	02/01/2024 - 02/29/2024	Type	Claim
Days Claimed	20	Date Received	03/06/2024
Claim Source	Sponsor	Date Approved	03/06/2024
Last Updated: dvandergriftbusse		Submitted by: dvandergriftbusse	

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name	19022045002-A23	CEP Eligibility	45.58 %
Status	Approved	Free Claiming %	72.94 %
Begin Date	7/1/2022	Paid Claiming %	27.06 %
End Date	6/30/2026		

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 9113

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 860  
Paid 319

#### School Breakfast - Breakfast

##### Severe Need

Free 8253  
Paid 3062

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 28311

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 28311  
Paid 10503

### Statistics

Number of sites 8

#### School Breakfast

#### National School Lunch

## Saved Successfully.

### SNP Sponsor Claim

#### Quick Links

[Site Claims](#)  
[Claim Rates](#)

#### Version

Mar 2024 Claim - Approved - 04/10/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,111.32	9,431.68	8,320.36	1,111.32
National Breakfast 2024	19,273.24	124,115.46	104,842.22	19,273.24
National Lunch 2024	95,109.50	630,460.60	535,351.10	95,109.50

### + SD 45 DuPage County (19-022-0450-02)

#### Claim Data

Claim Month: Mar 2024  
Days of Operation: 03/01/2024 - 03/29/2024  
Days Claimed: 15  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 04/10/2024  
Date Approved: 04/10/2024  
Submitted by: dvandergriftbusse

Last Updated: dvandergriftbusse

#### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

#### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

#### Meals

##### Illinois Free Breakfast - Breakfast

###### Illinois Free Breakfast

Free 6813

##### School Breakfast - Breakfast

###### Non-Severe Need

Free 635  
Paid 235

##### School Breakfast - Breakfast

###### Severe Need

Free 6178  
Paid 2290

##### Illinois Free Lunch - Lunch

###### Illinois Free Lunch

Free 20970

##### National School Lunch - Lunch

###### 60% or more Eligible

Free 20970  
Paid 7780

#### Statistics

Number of sites 8

#### School Breakfast

#### National School Lunch

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

Site Claims

Claim Rates

Apr 2024 Claim - Approved - 05/06/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,629.80	11,061.48	9,431.68	1,629.80
National Breakfast 2024	27,997.12	152,112.58	124,115.46	27,997.12
National Lunch 2024	139,906.45	770,367.05	630,460.60	139,906.45

SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month	Apr 2024	Status	Approved
Days of Operation	04/01/2024 - 04/30/2024	Type	Claim
Days Claimed	22	Date Received	05/06/2024
Claim Source	Sponsor	Date Approved	05/06/2024
Last Updated: dvandergriftbusse		Submitted by: dvandergriftbusse	

Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

CEP Notes

Group Name	19022045002-A23	CEP Eligibility	45.58 %
Status	Approved	Free Claiming %	72.94 %
Begin Date	7/1/2022	Paid Claiming %	27.06 %
End Date	6/30/2026		

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast	
Free	9898

School Breakfast - Breakfast

Non-Severe Need	
Free	932
Paid	346

School Breakfast - Breakfast

Severe Need	
Free	8966
Paid	3325

Illinois Free Lunch - Lunch

Illinois Free Lunch	
Free	30847

National School Lunch - Lunch

60% or more Eligible	
Free	30847
Paid	11444

Statistics

Number of sites 8

School Breakfast

National School Lunch

Organization: SD 45 DuPage County Type: Claim  
 RCDT: 19-022-0450-02 Status: Approved  
 Program Year: 2024 Program: SNP

## Saved Successfully.

### SNP Sponsor Claim

#### Quick Links

#### Version

[Site Claims](#)  
[Claim Rates](#)

May 2024 Claim - Approved - 06/03/2024

#### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	1,317.56	12,379.04	11,061.48	1,317.56
National Breakfast 2024	23,462.72	175,575.30	152,112.58	23,462.72
National Lunch 2024	111,749.15	882,116.20	770,367.05	111,749.15

### + SD 45 DuPage County (19-022-0450-02)

#### Claim Data

Claim Month	May 2024	Status	Approved
Days of Operation	05/01/2024 - 05/31/2024	Type	Claim
Days Claimed	19	Date Received	06/03/2024
Claim Source	Sponsor	Date Approved	06/03/2024

Last Updated: dvandergriftbusse  
 Submitted by: dvandergriftbusse

#### Sponsor Notes

8 site(s) included out of 8 sites approved  
 Illinois Free Breakfast - 8 site(s)  
 School Breakfast - 8 site(s)  
 National School Lunch - 8 site(s)  
 Illinois Free Lunch - 8 site(s)

#### CEP Notes

Group Name	19022045002-A23	CEP Eligibility	45.58 %
Status	Approved	Free Claiming %	72.94 %
Begin Date	7/1/2022	Paid Claiming %	27.06 %
End Date	6/30/2026		

#### Meals

##### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free	8300
------	------

##### School Breakfast - Breakfast

##### Non-Severe Need

Free	814
Paid	302

##### School Breakfast - Breakfast

##### Severe Need

Free	7486
Paid	2777

##### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free	24639
------	-------

##### National School Lunch - Lunch

##### 60% or more Eligible

Free	24639
Paid	9139

#### Statistics

Number of sites	8
-----------------	---

#### School Breakfast

#### National School Lunch

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

Site Claims

Claim Rates

Jun 2024 Claim - Approved - 06/28/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	192,577.87	192,577.87	0.00
National Lunch 2023	0.00	1,092,962.12	1,092,962.12	0.00
Illinois Free Breakfast & Lunch	33.40	12,412.44	12,379.04	33.40
National Breakfast 2024	2,279.55	177,854.85	175,575.30	2,279.55
National Lunch 2024	0.00	882,116.20	882,116.20	0.00

+ SD 45 DuPage County (19-022-0450-02)

Claim Data

Claim Month

Jun 2024

Status

Approved

Days of Operation

06/03/2024 - 06/24/2024

Type

Claim

Days Claimed

15

Date Received

06/28/2024

Claim Source

Sponsor

Date Approved

06/28/2024

Last Updated: dvandergriftbusse

Submitted by: dvandergriftbusse

Sponsor Notes

1 site(s) included out of 1 sites approved  
Seamless Summer Option - 1 site(s)  
Illinois Free Seamless - 1 site(s)

CEP Notes

Group Name

19022045002-A23

CEP Eligibility

45.58 %

Status

Approved

Free Claiming %

72.94 %

Begin Date

7/1/2022

Paid Claiming %

27.06 %

End Date

6/30/2026

Meals

Seamless Summer Option - Breakfast	Illinois Free Seamless - Breakfast
Severe Need	Illinois Free Seamless
Free835	Free835

Statistics

Number of sites	1
Seamless Summer Option	
Days Claimed	15
Enrollment	83
HDP	56

Eligibles

Seamless Summer Option	
Free	83

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

## Quick Links

## Version

[Site Claims](#)  
[Claim Rates](#)

7: Aug 2023 Claim - Sent to FRIS - 09/19/2023

## Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	534.57	14,353.82	13,819.25	534.57
National Lunch 2023	2,042.45	50,525.48	48,483.03	2,042.45
Illinois Free Breakfast & Lunch	22.88	22.88	0.00	22.88
National Breakfast 2024	0.00	20,262.43	20,262.43	0.00
National Lunch 2024	0.00	56,825.57	56,825.57	0.00

## + Salt Creek SD 48 (19-022-0480-02)

## Claim Data

Claim Month	Aug 2023	Status	Approved-Sent to FRIS
Days of Operation	08/23/2023 - 08/31/2023	Type	Claim
Days Claimed	7	Date Received	09/13/2023
Claim Source	Sponsor	Date Approved	09/13/2023
Last Updated: Allard48		Submitted by: Allard48	

## Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

## Meals

## Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	174
------	-----

## School Breakfast - Breakfast

Severe Need

Free	174
Reduced	17
Paid	48

## Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	398
------	-----

## National School Lunch - Lunch

Less than 60% Eligible

Free	398
Reduced	47
Paid	280

## Statistics

Number of sites	3
-----------------	---

## School Breakfast

Days Claimed	7
Enrollment	493
ADA	478

## National School Lunch

Days Claimed	7
Enrollment	493
ADA	478

## Eligibles

## School Breakfast

Free	185
Reduced	16
Paid	283

## National School Lunch

Free	185
Reduced	16
Paid	283

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links

### Version

[Site Claims](#)  
[Claim Rates](#)

10: Sep 2023 Claim - Sent to FRIS - 10/10/2023

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	2,266.11	16,619.93	14,353.82	2,266.11
National Lunch 2023	6,585.91	57,111.39	50,525.48	6,585.91
Illinois Free Breakfast & Lunch	81.56	104.44	22.88	81.56
National Breakfast 2024	0.00	20,262.43	20,262.43	0.00
National Lunch 2024	0.00	56,825.57	56,825.57	0.00

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Sep 2023	Status	Approved-Sent to FRIS
Days of Operation	09/01/2023 - 09/29/2023	Type	Claim
Days Claimed	20	Date Received	10/06/2023
Claim Source	Sponsor	Date Approved	10/06/2023
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	751
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	751
Reduced	56
Paid	210

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1288
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1288
Reduced	143
Paid	931

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	20
Enrollment	470
ADA	432

#### National School Lunch

Days Claimed	19
Enrollment	470
ADA	432

### Eligibles

#### School Breakfast

Free	197
Reduced	23
Paid	234

#### National School Lunch

Free	197
Reduced	23
Paid	234

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

16: Oct 2023 Claim - Sent to FRIS - 11/07/2023

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	93.44	197.88	104.44	93.44
National Breakfast 2024	2,437.50	2,437.50	0.00	2,437.50
National Lunch 2024	7,832.98	7,832.98	0.00	7,832.98

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Oct 2023	Status	Approved-Sent to FRIS
Days of Operation	10/02/2023 - 10/31/2023	Type	Claim
Days Claimed	21	Date Received	11/06/2023
Claim Source	Sponsor	Date Approved	11/06/2023
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) Included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	793
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	793
Reduced	77
Paid	225

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1543
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1543
Reduced	179
Paid	934

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	21
Enrollment	455
ADA	423

#### National School Lunch

Days Claimed	20
Enrollment	455
ADA	423

### Eligibles

#### School Breakfast

Free	192
Reduced	25
Paid	238

#### National School Lunch

Free	192
Reduced	25
Paid	238

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

27: Nov 2023 Claim - Sent to FRIS - 12/19/2023

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	81.64	279.52	197.88	81.64
National Breakfast 2024	2,271.56	4,709.06	2,437.50	2,271.56
National Lunch 2024	6,690.73	14,523.71	7,832.98	6,690.73

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Nov 2023	Status	Approved-Sent to FRIS
Days of Operation	11/01/2023 - 11/30/2023	Type	Claim
Days Claimed	17	Date Received	12/18/2023
Claim Source	Sponsor	Date Approved	12/18/2023
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	717
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	717
Reduced	93
Paid	232

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1324
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1324
Reduced	141
Paid	841

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	17
Enrollment	493
ADA	459

#### National School Lunch

Days Claimed	16
Enrollment	493
ADA	459

### Eligibles

#### School Breakfast

Free	190
Reduced	24
Paid	279

#### National School Lunch

Free	190
Reduced	24
Paid	279

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

29: Dec 2023 Claim - Sent to FRIS - 01/02/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	75.80	355.32	279.52	75.80
National Breakfast 2024	2,102.86	6,811.92	4,709.06	2,102.86
National Lunch 2024	6,175.47	20,699.18	14,523.71	6,175.47

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Dec 2023	Status	Approved-Sent to FRIS
Days of Operation	12/01/2023 - 12/22/2023	Type	Claim
Days Claimed	16	Date Received	12/31/2023
Claim Source	Sponsor	Date Approved	12/31/2023
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free 671

#### School Breakfast - Breakfast

Severe Need

Free 671  
 Reduced 69  
 Paid 272

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free 1224

#### National School Lunch - Lunch

Less than 60% Eligible

Free 1224  
 Reduced 123  
 Paid 817

### Statistics

Number of sites 3

#### School Breakfast

Days Claimed 16  
 Enrollment 493  
 ADA 460

#### National School Lunch

Days Claimed 15  
 Enrollment 493  
 ADA 460

### Eligibles

#### School Breakfast

Free 194  
 Reduced 25  
 Paid 274

#### National School Lunch

Free 194  
 Reduced 25  
 Paid 274

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

39: Jan 2024 Claim - Sent to FRIS - 02/13/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	61.44	416.76	355.32	61.44
National Breakfast 2024	1,693.86	8,505.78	6,811.92	1,693.86
National Lunch 2024	5,106.55	25,805.73	20,699.18	5,106.55

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Jan 2024	Status	Approved-Sent to FRIS
Days of Operation	01/08/2024 - 01/31/2024	Type	Claim
Days Claimed	15	Date Received	02/07/2024
Claim Source	Sponsor	Date Approved	02/07/2024
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	527
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	527
Reduced	67
Paid	243

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1009
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1009
Reduced	110
Paid	636

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	14
Enrollment	450
ADA	411

#### National School Lunch

Days Claimed	14
Enrollment	450
ADA	411

### Eligibles

#### School Breakfast

Free	165
Reduced	25
Paid	260

#### National School Lunch

Free	165
Reduced	25
Paid	260

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

47: Feb 2024 Claim - Sent to FRIS - 03/26/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	104.28	521.04	416.76	104.28
National Breakfast 2024	3,041.56	11,547.34	8,505.78	3,041.56
National Lunch 2024	8,178.03	33,983.76	25,805.73	8,178.03

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Feb 2024	Status	Approved-Sent to FRIS
Days of Operation	02/01/2024 - 02/29/2024	Type	Claim
Days Claimed	20	Date Received	03/20/2024
Claim Source	Sponsor	Date Approved	03/20/2024
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	975
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	975
Reduced	95
Paid	392

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1632
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1632
Reduced	163
Paid	981

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	20
Enrollment	451
ADA	419

#### National School Lunch

Days Claimed	19
Enrollment	451
ADA	419

### Eligibles

#### School Breakfast

Free	179
Reduced	24
Paid	258

#### National School Lunch

Free	179
Reduced	24
Paid	258

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

### Quick Links

### Version

[Site Claims](#)  
[Claim Rates](#)

49: Mar 2024 Claim - Sent to FRIS - 04/09/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	71.32	592.36	521.04	71.32
National Breakfast 2024	2,065.40	13,612.74	11,547.34	2,065.40
National Lunch 2024	5,677.37	39,661.13	33,983.76	5,677.37

## + Salt Creek SD 48 (19-022-0480-02)

### Claim Data

Claim Month	Mar 2024	Status	Approved-Sent to FRIS
Days of Operation	03/04/2024 - 03/22/2024	Type	Claim
Days Claimed	15	Date Received	04/03/2024
Claim Source	Sponsor	Date Approved	04/03/2024
Last Updated: Allard48		Submitted by: Allard48	

### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

### Meals

#### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	656
------	-----

#### School Breakfast - Breakfast

Severe Need

Free	656
Reduced	72
Paid	262

#### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1127
------	------

#### National School Lunch - Lunch

Less than 60% Eligible

Free	1127
Reduced	114
Paid	728

### Statistics

Number of sites	3
-----------------	---

#### School Breakfast

Days Claimed	15
Enrollment	451
ADA	423

#### National School Lunch

Days Claimed	14
Enrollment	451
ADA	423

### Eligibles

#### School Breakfast

Free	179
Reduced	25
Paid	247

#### National School Lunch

Free	179
Reduced	25
Paid	247

Organization: Salt Creek SD 48 Type: Claim  
RCDT: 19-022-0480-02 Status: Sent to FRIS  
Program Year: 2024 Program: SNP

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)  
[Claim Rates](#)

S4: Apr 2024 Claim - Sent to FRIS - 05/07/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	103.32	695.68	592.36	103.32
National Breakfast 2024	2,848.03	16,460.77	13,612.74	2,848.03
National Lunch 2024	8,523.51	48,184.64	39,661.13	8,523.51

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month  
Days of Operation  
Days Claimed  
Claim Source  
Last Updated: Allard48

Apr 2024  
04/01/2024 - 04/30/2024  
21  
Sponsor

Status  
Type  
Date Received  
Date Approved  
Submitted by: Allard48

Approved-Sent to FRIS  
Claim  
05/05/2024  
05/05/2024

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free900

School Breakfast - Breakfast

Severe Need

Free900  
Reduced109  
Paid332

Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free1683

National School Lunch - Lunch

Less than 60% Eligible

Free1683  
Reduced172  
Paid1167

Statistics

Number of sites3

School Breakfast

Days Claimed21  
Enrollment452  
ADA422

National School Lunch

Days Claimed20  
Enrollment452  
ADA422

Eligibles

School Breakfast

Free177  
Reduced25  
Paid250

National School Lunch

Free177  
Reduced25  
Paid250

Organization: Salt Creek SD 48 Type: Claim  
 RCDT: 19-022-0480-02 Status: Sent to FRIS  
 Program Year: 2024 Program: SNP

## SNP Sponsor Claim

Quick Links Version

[Site Claims](#)  
[Claim Rates](#)

58: May 2024 Claim - Sent to FRIS - 06/04/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	104.40	800.08	695.68	104.40
National Breakfast 2024	2,917.14	19,377.91	16,460.77	2,917.14
National Lunch 2024	8,640.93	56,825.57	48,184.64	8,640.93

### + Salt Creek SD 48 (19-022-0480-02)

#### Claim Data

Claim Month	May 2024	Status	Approved-Sent to FRIS
Days of Operation	05/01/2024 - 05/31/2024	Type	Claim
Days Claimed	22	Date Received	06/02/2024
Claim Source	Sponsor	Date Approved	06/02/2024
Last Updated: Allard48		Submitted by: Allard48	

#### Sponsor Notes

3 site(s) included out of 3 sites approved  
 Illinois Free Breakfast - 3 site(s)  
 School Breakfast - 3 site(s)  
 National School Lunch - 3 site(s)  
 Illinois Free Lunch - 3 site(s)

#### Meals

##### Illinois Free Breakfast - Breakfast

No IL FREE funding remaining.

Free	921
------	-----

##### School Breakfast - Breakfast

Severe Need

Free	921
Reduced	109
Paid	363

##### Illinois Free Lunch - Lunch

No IL FREE funding remaining.

Free	1689
------	------

##### National School Lunch - Lunch

Less than 60% Eligible

Free	1689
Reduced	196
Paid	1161

#### Statistics

Number of sites	3
-----------------	---

##### School Breakfast

Days Claimed	22
Enrollment	452
ADA	421

##### National School Lunch

Days Claimed	21
Enrollment	452
ADA	421

#### Eligibles

##### School Breakfast

Free	181
Reduced	30
Paid	241

##### National School Lunch

Free	181
Reduced	30
Paid	241

Organization: Salt Creek SD 48 Type: Claim

RCDT: 19-022-0480-02 Status: Sent to FRIS

Program Year: 2024 Program: SNP

Warnings, Errors and Messages

Error State	Edit Code	Location	Description
Information	M3019067	Claim	IL Free cannot be changed or claimed because proration has been processed for the State Fiscal Year

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)

[Claim Rates](#)

73: Jun 2024 Claim - Sent to FRIS - 09/03/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	0.00	986.42	986.42	0.00
National Breakfast 2024	884.52	20,262.43	19,377.91	884.52
National Lunch 2024	0.00	56,825.57	56,825.57	0.00

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month

Jun 2024

Status

Approved-Sent to FRIS

Days of Operation

06/10/2024 - 06/27/2024

Type

Claim

Days Claimed

11

Date Received

08/28/2024

Claim Source

Sponsor

Date Approved

08/28/2024

Last Updated: jjilek48

Submitted by: jjilek48

Sponsor Notes

1 site(s) included out of 1 sites approved  
Seamless Summer Option - 1 site(s)

Meals

Seamless Summer Option - Breakfast

Severe Need

Free	324
------	-----

Statistics

Number of sites	1
-----------------	---

Seamless Summer Option

Days Claimed	11
Enrollment	51
HDP	27

Eligibles

Seamless Summer Option

Free	51
------	----

Organization: Salt Creek SD 48 Type: Claim  
RCDT: 19-022-0480-02 Status: Sent to FRIS  
Program Year: 2024 Program: SNP

### SNP Sponsor Money Only Adjustment

Quick Links

Version

[Site Claims](#)  
[Claim Rates](#)

71: Jun 2024 Money Only Adjustment - Sent to FRIS - 08/20/2024 ▼

#### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	16,619.93	16,619.93	0.00
National Lunch 2023	0.00	57,111.39	57,111.39	0.00
Illinois Free Breakfast & Lunch	186.34	986.42	800.08	186.34
National Breakfast 2024	0.00	20,262.43	20,262.43	0.00
National Lunch 2024	0.00	56,825.57	56,825.57	0.00

#### + Salt Creek SD 48 (19-022-0480-02)

##### Claim Data

Loading...

Claim Month

Days of Operation

Days Claimed

Claim Source

Last Updated:

Status

Type

Date Received

Date Approved

Submitted by:

##### Sponsor Notes

Loading...

##### Meals

Loading...

##### Statistics

Loading...

##### Eligibles

Loading...

##### Money Only Adjustment

Payment Category

Adjustment Type

Amount

Adjustment Notes

Illinois Free Breakfast & Lunch

Proration

186.3400

2024 Proration

## Exhibit E: School Year 2024-2025 Monthly Sponsor and Site Claims for Reimbursement

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2025 Program: SNP

**Saved Successfully.**

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Aug 2024 Claim - Approved - 09/11/2024 ▼

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	14,154.41	14,154.41	0.00	14,154.41
National Lunch 2024	76,373.95	76,373.95	0.00	76,373.95
Illinois Free Breakfast & Lunch	837.28	837.28	0.00	837.28

## + SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month: Aug 2024  
Days of Operation: 08/01/2024 - 08/30/2024  
Days Claimed: 13  
Claim Source: Sponsor

Status: Approved  
Type: Claim  
Date Received: 09/11/2024  
Date Approved: 09/11/2024  
Submitted by: dvandergriftbusse

Last Updated: dvandergriftbusse

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 4808

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 418  
Paid 155

#### School Breakfast - Breakfast

##### Severe Need

Free 4390  
Paid 1630

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 16124

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 16124  
Paid 5983

### Statistics

Number of sites 8

#### School Breakfast

Days Claimed 13  
Enrollment 2927

#### National School Lunch

Days Claimed 13  
Enrollment 2927

**Eligibles****School Breakfast**

Free	2135
Paid	792

**National School Lunch**

Free	2135
Paid	792

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2025 Program: SNP

**Saved Successfully.**

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Sep 2024 Claim - Approved - 10/07/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	26,284.79	40,439.20	14,154.41	26,284.79
National Lunch 2024	129,569.08	205,943.03	76,373.95	129,569.08
Illinois Free Breakfast & Lunch	1,451.56	2,288.84	837.28	1,451.56

## + SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month	Sep 2024	Status	Approved
Days of Operation	09/02/2024 - 09/30/2024	Type	Claim
Days Claimed	20	Date Received	10/07/2024
Claim Source	Sponsor	Date Approved	10/07/2024
Last Updated: dvandergriftbusse		Submitted by: dvandergriftbusse	

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name	19022045002-A23	CEP Eligibility	45.58 %
Status	Approved	Free Claiming %	72.94 %
Begin Date	7/1/2022	Paid Claiming %	27.06 %
End Date	6/30/2026		

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 8934

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 809  
Paid 300

#### School Breakfast - Breakfast

##### Severe Need

Free 8125  
Paid 3014

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 27355

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 27355  
Paid 10146

### Statistics

Number of sites 8

#### School Breakfast

Days Claimed 20  
Enrollment 2953

#### National School Lunch

Days Claimed 20  
Enrollment 2953

ADA

2775

ADA

2775

**Eligibles**

**School Breakfast**

Free	2153
Paid	800

**National School Lunch**

Free	2153
Paid	800

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2025 Program: SNP

**Saved Successfully.**

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Oct 2024 Claim - Approved - 11/11/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	40,439.20	40,439.20	0.00
National Lunch 2024	0.00	205,943.03	205,943.03	0.00
Illinois Free Breakfast & Lunch	1,575.76	3,864.60	2,288.84	1,575.76
National Breakfast 2025	29,580.54	29,580.54	0.00	29,580.54
National Lunch 2025	139,024.71	139,024.71	0.00	139,024.71

## + SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month: Oct 2024  
Days of Operation: 10/01/2024 - 10/31/2024  
Days Claimed: 21  
Claim Source: Sponsor

Last Updated: dvandergriftbusse

Status: Approved  
Type: Claim  
Date Received: 11/11/2024  
Date Approved: 11/11/2024

Submitted by: dvandergriftbusse

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 10043

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 839  
Paid 311

#### School Breakfast - Breakfast

##### Severe Need

Free 9204  
Paid 3414

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 29351

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 29351  
Paid 10889

### Statistics

Number of sites 8

### School Breakfast

### National School Lunch

Days Claimed 21  
Enrollment 2958  
ADA 2757

Days Claimed 21  
Enrollment 2958  
ADA 2757

**Eligibles**

**School Breakfast**

Free 2158  
Paid 800

**National School Lunch**

Free 2158  
Paid 800

Organization: SD 45 DuPage County Type: Claim  
RCDT: 19-022-0450-02 Status: Approved  
Program Year: 2025 Program: SNP

**Saved Successfully.**

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Nov 2024 Claim - Approved - 12/10/2024

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	40,439.20	40,439.20	0.00
National Lunch 2024	0.00	205,943.03	205,943.03	0.00
Illinois Free Breakfast & Lunch	1,127.08	4,991.68	3,864.60	1,127.08
National Breakfast 2025	20,695.58	50,276.12	29,580.54	20,695.58
National Lunch 2025	100,193.00	239,217.71	139,024.71	100,193.00

## + SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month: Nov 2024  
Days of Operation: 11/01/2024 - 11/29/2024  
Days Claimed: 15  
Claim Source: Sponsor

Last Updated: dvandergriftbusse

Status: Approved  
Type: Claim  
Date Received: 12/10/2024  
Date Approved: 12/10/2024  
Submitted by: dvandergriftbusse

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 7024

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 573  
Paid 212

#### School Breakfast - Breakfast

##### Severe Need

Free 6451  
Paid 2395

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 21153

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 21153  
Paid 7846

### Statistics

Number of sites 8

#### School Breakfast

#### National School Lunch

Info[+]

Days Claimed  
Enrollment  
ADA

15  
2953  
2764

Days Claimed  
Enrollment  
ADA

15  
2953  
2764

## Eligibles

### School Breakfast

Free	2155
Paid	798

### National School Lunch

Free	2155
Paid	798

Saved Successfully.

## SNP Sponsor Claim

### Quick Links

[Site Claims](#)  
[Claim Rates](#)

### Version

Dec 2024 Claim - Approved - 01/03/2025

### Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	40,439.20	40,439.20	0.00
National Lunch 2024	0.00	205,943.03	205,943.03	0.00
Illinois Free Breakfast & Lunch	1,123.16	6,114.84	4,991.68	1,123.16
National Breakfast 2025	20,256.30	70,532.42	50,276.12	20,256.30
National Lunch 2025	100,454.89	339,672.60	239,217.71	100,454.89

## + SD 45 DuPage County (19-022-0450-02)

### Claim Data

Claim Month: Dec 2024  
Days of Operation: 12/02/2024 - 12/31/2024  
Days Claimed: 15  
Claim Source: Sponsor

Last Updated: dvandergriftbusse

Status: Approved  
Type: Claim  
Date Received: 01/03/2025  
Date Approved: 01/03/2025  
Submitted by: dvandergriftbusse

### Sponsor Notes

8 site(s) included out of 8 sites approved  
Illinois Free Breakfast - 8 site(s)  
School Breakfast - 8 site(s)  
National School Lunch - 8 site(s)  
Illinois Free Lunch - 8 site(s)

### CEP Notes

Group Name: 19022045002-A23  
Status: Approved  
Begin Date: 7/1/2022  
End Date: 6/30/2026

CEP Eligibility: 45.58 %  
Free Claiming %: 72.94 %  
Paid Claiming %: 27.06 %

### Meals

#### Illinois Free Breakfast - Breakfast

##### Illinois Free Breakfast

Free 6871

#### School Breakfast - Breakfast

##### Non-Severe Need

Free 535  
Paid 199

#### School Breakfast - Breakfast

##### Severe Need

Free 6336  
Paid 2350

#### Illinois Free Lunch - Lunch

##### Illinois Free Lunch

Free 21208

#### National School Lunch - Lunch

##### 60% or more Eligible

Free 21208  
Paid 7869

### Statistics

Number of sites 8

#### School Breakfast

#### National School Lunch

Days Claimed	15
Enrollment	2954
ADA	2737

Days Claimed	15
Enrollment	2954
ADA	2737

**Eligibles**

**School Breakfast**

Free	2155
Paid	799

**National School Lunch**

Free	2155
Paid	799

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)  
[Claim Rates](#)

9: Aug 2024 Claim - Sent to FRIS - 09/17/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	489.20	489.20	0.00	489.20
National Lunch 2024	2,472.44	2,472.44	0.00	2,472.44
Illinois Free Breakfast & Lunch	22.68	22.68	0.00	22.68
National Breakfast 2025	0.00	7,229.25	7,229.25	0.00
National Lunch 2025	0.00	21,959.15	21,959.15	0.00

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month	Aug 2024	Status	Approved-Sent to FRIS
Days of Operation	08/21/2024 - 08/30/2024	Type	Claim
Days Claimed	8	Date Received	09/10/2024
Claim Source	Sponsor	Date Approved	09/10/2024
Last Updated: jpilek48		Submitted by: jpilek48	

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free	144
------	-----

School Breakfast - Breakfast

Severe Need

Free	144
Reduced	19
Paid	82

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	423
------	-----

National School Lunch - Lunch

Less than 60% Eligible

Free	423
Reduced	89
Paid	380

Statistics

Number of sites	3
-----------------	---

School Breakfast

Days Claimed	8
Enrollment	442
ADA	426

National School Lunch

Days Claimed	8
Enrollment	442
ADA	426

Eligibles

School Breakfast

Free	162
Reduced	46
Paid	234

National School Lunch

Free	162
Reduced	46
Paid	234

SNP Sponsor Claim

Quick Links Version

[Site Claims](#)  
[Claim Rates](#)  
12: Sep 2024 Claim - Sent to FRIS - 10/08/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	2,236.59	2,725.79	489.20	2,236.59
National Lunch 2024	7,399.50	9,871.94	2,472.44	7,399.50
Illinois Free Breakfast & Lunch	75.48	98.16	22.68	75.48
National Breakfast 2025	0.00	7,229.25	7,229.25	0.00
National Lunch 2025	0.00	21,959.15	21,959.15	0.00

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month	Sep 2024	Status	Approved-Sent to FRIS
Days of Operation	09/03/2024 - 09/30/2024	Type	Claim
Days Claimed	20	Date Received	10/07/2024
Claim Source	Sponsor	Date Approved	10/07/2024
Last Updated: jjilek48		Submitted by: jjilek48	

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 636

School Breakfast - Breakfast

Severe Need

Free 636  
Reduced 114  
Paid 361

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 1251

National School Lunch - Lunch

Less than 60% Eligible

Free 1251  
Reduced 300  
Paid 998

Statistics

Number of sites 3

School Breakfast

Days Claimed 20  
Enrollment 438  
ADA 420

National School Lunch

Days Claimed 19  
Enrollment 438  
ADA 420

Eligibles

School Breakfast

Free 163  
Reduced 49  
Paid 226

National School Lunch

Free 163  
Reduced 49  
Paid 226

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)

[Claim Rates](#)

19: Oct 2024 Claim - Sent to FRIS - 11/20/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	2,725.79	2,725.79	0.00
National Lunch 2024	0.00	9,871.94	9,871.94	0.00
Illinois Free Breakfast & Lunch	99.48	197.64	98.16	99.48
National Breakfast 2025	3,007.25	3,007.25	0.00	3,007.25
National Lunch 2025	9,335.81	9,335.81	0.00	9,335.81

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month	Oct 2024	Status	Approved-Sent to FRIS
Days of Operation	10/01/2024 - 10/31/2024	Type	Claim
Days Claimed	22	Date Received	11/04/2024
Claim Source	Sponsor	Date Approved	11/04/2024
Last Updated: jjiilek48		Submitted by: jjiilek48	

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast		School Breakfast - Breakfast	
Illinois Free Breakfast		Severe Need	
Free	875	Free	875
		Reduced	125
		Paid	525
Illinois Free Lunch - Lunch		National School Lunch - Lunch	
Illinois Free Lunch		Less than 60% Eligible	
Free	1612	Free	1612
		Reduced	354
		Paid	1159

Statistics

Number of sites	3		
School Breakfast		National School Lunch	
Days Claimed	22	Days Claimed	22
Enrollment	439	Enrollment	439
ADA	416	ADA	416

Eligibles

School Breakfast		National School Lunch	
Free	159	Free	159
Reduced	39	Reduced	39
Paid	241	Paid	241

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)

[Claim Rates](#)

24: Nov 2024 Claim - Sent to FRIS - 12/10/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	2,725.79	2,725.79	0.00
National Lunch 2024	0.00	9,871.94	9,871.94	0.00
Illinois Free Breakfast & Lunch	69.52	267.16	197.64	69.52
National Breakfast 2025	2,172.39	5,179.64	3,007.25	2,172.39
National Lunch 2025	6,492.45	15,828.26	9,335.81	6,492.45

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month	Nov 2024	Status	Approved-Sent to FRIS
Days of Operation	11/01/2024 - 11/22/2024	Type	Claim
Days Claimed	15	Date Received	12/03/2024
Claim Source	Sponsor	Date Approved	12/03/2024
Last Updated: jpilek48		Submitted by: jpilek48	

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast		School Breakfast - Breakfast	
Illinois Free Breakfast		Severe Need	
Free	622	Free	622
		Reduced	101
		Paid	383
Illinois Free Lunch - Lunch		National School Lunch - Lunch	
Illinois Free Lunch		Less than 60% Eligible	
Free	1116	Free	1116
		Reduced	261
		Paid	731

Statistics

Number of sites	3		
School Breakfast		National School Lunch	
Days Claimed	15	Days Claimed	14
Enrollment	488	Enrollment	488
ADA	460	ADA	460

Eligibles

School Breakfast		National School Lunch	
Free	161	Free	161
Reduced	41	Reduced	41
Paid	286	Paid	286

SNP Sponsor Claim

Quick Links

Version

[Site Claims](#)

[Claim Rates](#)

30: Dec 2024 Claim - Sent to FRIS - 01/14/2025

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2024	0.00	2,725.79	2,725.79	0.00
National Lunch 2024	0.00	9,871.94	9,871.94	0.00
Illinois Free Breakfast & Lunch	63.96	331.12	267.16	63.96
National Breakfast 2025	2,049.61	7,229.25	5,179.64	2,049.61
National Lunch 2025	6,130.89	21,959.15	15,828.26	6,130.89

+ Salt Creek SD 48 (19-022-0480-02)

Claim Data

Claim Month	Dec 2024	Status	Approved-Sent to FRIS
Days of Operation	12/02/2024 - 12/20/2024	Type	Claim
Days Claimed	15	Date Received	01/07/2025
Claim Source	Sponsor	Date Approved	01/07/2025
Last Updated: jjiilek48		Submitted by: jjiilek48	

Sponsor Notes

3 site(s) included out of 3 sites approved  
Illinois Free Breakfast - 3 site(s)  
School Breakfast - 3 site(s)  
National School Lunch - 3 site(s)  
Illinois Free Lunch - 3 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 563

School Breakfast - Breakfast

Severe Need

Free 563  
Reduced 126  
Paid 335

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 1036

National School Lunch - Lunch

Less than 60% Eligible

Free 1036  
Reduced 262  
Paid 723

Statistics

Number of sites 3

School Breakfast

Days Claimed 15  
Enrollment 487  
ADA 456

National School Lunch

Days Claimed 14  
Enrollment 487  
ADA 456

Eligibles

School Breakfast

Free 162  
Reduced 44  
Paid 281

National School Lunch

Free 162  
Reduced 44  
Paid 281

## Exhibit F: FSMC Equipment List

None Requested

## Exhibit G: Current Operational Labor and Benefits

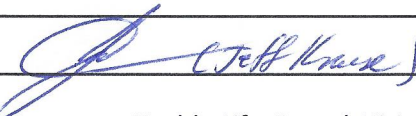
As the current employer of all employees listed, the undersigned does hereby certify that all information provided in this exhibit is accurate.

**Exhibit G**

**Current Employer:** Whitsons Culinary Group

**Date:** 11/8/2024

**Name and Signature of current employer authorized representative:**



**Benefits offered to Full-Time Employees** 30 weekly hours or more:

Health, Life, Dental, Vision, Accidental Death and Dismemberment insurances,  
401K with employer contribution, tuition reimbursement, bereavement days,  
Holidays, and Bonus days (paid days off)

**Benefits offered to Part-Time Employees less than** 30 weekly hours:

Holidays, and Bonus days (paid days off)

**\*Type of Health Insurance:** E=Employee; E+1; E+2; etc.; F=Family; D=Dental; V=Vision; N=None

School Name	Position	Daily Hours Worked	Hourly Wages	Annual Work Days	Annual Open/Close Days	Annual PLA Days	Annual Paid Vacation	Annual Paid Holidays	Type of Health Insurance*	Employer-Paid % Benefit Match**	Salary Total
District	Food Service Director	This is a shared positions with one other school districts/operations									TBD
Jackson MS	FSW	5.5	\$16.22	173	3	5	5	4	N	25%	\$16,949.90
Jackson MS	Lead	8	\$16.28	173	3	5	5	4	F	25%	\$24,745.60
Jackson MS	Lead/Cook	8	\$19.50	173	3	5	5	4	E	25%	\$29,640.00
Jackson MS	FSW	6.5	\$16.22	173	3	5	5	4	E	25%	\$20,031.70
Jackson MS	FSW	5.5	\$16.22	173	3	5	5	4	N	25%	\$16,949.90
Jackson MS	FSW	8	\$16.22	173	3	5	5	4	E	25%	\$24,654.40
Jefferson MS	Lead	8	\$18.90	173	3	5	5	4	D,V	25%	\$28,728.00
Jefferson MS	FSW	5	\$17.26	173	3	5	5	4	N	25%	\$16,397.00
Jefferson MS	FSW	5.75	\$16.22	173	3	5	5	4	N	25%	\$17,720.35
Jefferson MS	FSW	6	\$16.22	173	3	5	5	4	E	25%	\$18,490.80
Ardmore ES	Lead	5.5	\$18.38	173	3	5	5	4	N	25%	\$19,207.10
Ardmore ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
Ardmore ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
North ES	Lead	6	\$17.68	173	3	5	5	4	D,V	25%	\$20,155.20
North ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
North ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
Schafer ES	Lead	7	\$18.38	173	3	5	5	4	E	25%	\$24,445.40
Schafer ES	FSW	6.5	\$16.22	173	3	5	5	4	N	25%	\$20,031.70
Schafer ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
Stevenson ES	Lead	5.5	\$18.38	173	3	5	5	4	N	25%	\$19,207.10
Stevenson ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
Westmore ES	Lead	5.5	\$16.22	173	3	5	5	4	N	25%	\$16,949.90
Westmore ES	FSW	5.5	\$16.22	173	3	5	5	4	N	25%	\$16,949.90
York Center ES	Lead	5.5	\$16.22	173	3	5	5	4	N	25%	\$16,949.90
York Center ES	FSW	4.5	\$16.22	173	3	5	5	4	N	25%	\$13,868.10
Hourly Manager SC	Manager	7.5	\$23.50	173	3	5	5	4		25%	\$29,323.50

Exhibit C

Albright/Stella	Lead	7	\$18.38	173	3	5	5	4	E	25%	\$24,145.40
Albright/Swartz	Cook/Server	5.75	\$17.30	173	3	5	5	4	N	25%	\$18,900.25
Albright	FSW Prep Cook/Server	6	\$17.30	173	3	5	5	4	D,V	25%	\$19,722.00
Albright	FSW Cashier	3	\$16.22	173	3	5	5	4	N	25%	\$9,245.40
Swartz	FSW Cashier	3	\$16.22	173	3	5	5	4	N	25%	\$9,245.40
											\$0.00
											\$0.00
											\$0.00

Current Labor Cost		Total Daily Hours	Total Hourly Wages	Total Work Days	Total Open/Close Days	Total Sick Days	Total Vacation Days	Total Holiday Days	Total Benefit Costs**	Total Salary Cost
\$667,450.56		177	529.42	5363	93	155	155	124	91288.06	\$576,162.50

Create additional pages as necessary. Ensure all data and formulas are duplicated as necessary.

\*\*Employer pays 25% of the first 4% of pay contributed to 401K plan

## Exhibit H: School Year 2023-2024 Food Service Account Income Statement

School District 45	
Food Service Income Statement	
2023/2024	
	2023/2024
<b>Revenue</b>	
Sales to Pupils (1611, 1612, 1613, 1614)	\$9,557
Sales to Adults (1620)	0
Salt Creek Food Service Payments Rec'd (1690)	82,088
State Free Lunch & Breakfast (3360)	22,004
National School Lunch Program (4210)	1,149,491
School Breakfast Program (4220)	209,901
Summer Food Service Program (4225)	0
Net Sales	\$1,473,042
<b>Operating Expenses</b>	
Salaries	\$304,845
Benefits	17,997
Purchased Services	1,206,227
Supplies	108,490
Capital Outlay	0
Other Objects	0
Non-Capitalized Equipment	0
Total Operating Expenses	\$1,637,559
<b>Net Income</b>	<b>-\$164,517</b>

Salt Creek 48	
Food Service Income Statement	
2023/2024	
	2023/2024
Revenue	
Sales to Pupils (1611, 1612, 1613, 1614)	\$47,342
Sales to Adults (1620)	0
State Free Lunch & Breakfast (3360)	1,301
National School Lunch Program (4210)	101,599
School Breakfast Program (4220)	22,179
Summer Food Service Program (4225)	0
Net Sales	\$172,421
Operating Expenses	
Salaries	\$0
Benefits	8,568
Purchased Services	113,269
Supplies	1,011
Capital Outlay	0
Other Objects	2,331
Non-Capitalized Equipment	0
Total Operating Expenses	\$125,179
Net Income	\$47,242

Exhibit I: School District/Operational Calendar

# SCHOOL DISTRICT 45, DUPAGE COUNTY

## 2025 - 2026 School Calendar



Navigating a Dynamic World

August 2025

Mon	Tues	Wed	Thur	Fri
				1
4	5	6	7	8
11 O	12 L	[13	14	15
18	19	20	21	22
25	26	27	28E	29

September 2025

Mon	Tues	Wed	Thur	Fri
1 H	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25E	26
29	30			

October 2025

Mon	Tues	Wed	Thur	Fri
		1	2	3
6	7	8	9	10
13 H	14 O	15	16	{17}
20	21	22	23	24 R
27	28	29	30	31E

November 2025

Mon	Tues	Wed	Thur	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20 E C	21
24 M C	25 M SIP	26 X	27 H	28 X

December 2025

Mon	Tues	Wed	Thur	Fri
1	2	3	4	5
8	9	10	11 E	12
15	16	17	18	19
22 X	23 X	24 X	25 H	26 X
29 X	30 X	31 X		

January 2026

Mon	Tues	Wed	Thur	Fri
			1 H	2 X
5	6	7	8	{9}
12	13	14	15	16
19 H	20 O	21 R	22	23
26	27	28	29 E	30

February 2026

Mon	Tues	Wed	Thur	Fri
2	3	4	5	6
9	10	11	12	13
16 H	17	18	19	20
23	24	25	26 E	27 O

March 2026

Mon	Tues	Wed	Thur	Fri
2	3	4	5	6
9	10	11	12	{13}
16	17	18	19 E	20 R
23	24	25	26	27
30 X	31 X			

April 2026

Mon	Tues	Wed	Thur	Fri
		1 X	2 X	3 X
6	7	8	9	10
13	14	15	16	17
20	21	22	23 E	24
27	28	29	30	

May 2026

Mon	Tues	Wed	Thur	Fri
				1
4	5	6	7	8
11	12	13	14 E	15
18	19	20	{21} E,R	22
25 H	26 ^	27 ^	28 ^	29 ^

June 2026

Mon	Tues	Wed	Thur	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19 H
22	23	24	25	26
29	30			

<b>First Day of Classes</b>	August 13, 2025
<b>Last Day of Classes</b>	May 21, 2026 (provided no emergency days are used) - This will be an early dismissal day.

### SCHOOL HOLIDAYS/BREAKS

<b>Labor Day</b>	September 1, 2025
<b>Indigenous Peoples' Day</b>	October 13, 2025
<b>Thanksgiving Break</b>	November 26-28, 2025
<b>Winter Break</b>	December 22, 2025 thru Jan. 2, 2026
<b>Christmas Day</b>	December 25, 2025
<b>New Year's Day</b>	January 1, 2026
<b>Martin Luther King Day</b>	January 19, 2026
<b>Presidents' Day</b>	February 16, 2026
<b>Spring Break</b>	March 30-April 3, 2026
<b>Non-Attendance Day</b>	April 24, 2026
<b>Memorial Day</b>	May 25, 2026
<b>Juneteenth</b>	June 19, 2026

### LEGEND

H	Legal School Holiday
X	Not in Attendance
M	No classes for students
O	Teacher Institute
[	School Begins
]	School Closes
{ }	End of 9 Weeks
C	Family/School Conferences
R	Report Cards Issued
E	Early Dismissal Day
^	Possible Make-up Days (inclement weather, etc.)
L	Teacher Work Day & Meet the Teacher Elementary
SIP	School Improvement Planning

### Family/School Conference Schedule:

November 20, 2025	4:00-8:00 pm
November 24, 2025	8:00-11:00 am / 12:00-3:00 pm / 4:00-7:00 pm



# Salt Creek District 48 2025-2026 School Calendar

## AUGUST 2025

Mon	Tue	Wed	Thu	Fri	Total
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	{27	28	29	3
					3

## SEPTEMBER 2025

Mon	Tue	Wed	Thu	Fri	Total
H 1	2	3	4	5	4
8	9	10	11	12	5
15	16	17	18	E 19	5
22	23	24	25	26	5
29	30				2
					21

## OCTOBER 2025

Mon	Tue	Wed	Thu	Fri	Total
		1	2	3	3
6	7	8	9	10	5
H 13	14	15	16	17	4
20	21	22	23	24	5
27	28	29	30	31	5
					22

## NOVEMBER 2025

Mon	Tue	Wed	Thu	Fri	Total
3	4	5	6	7	5
10	11	12	13	14	5
17	18	19	20	E 21	5
X 24	X 25	X 26	H 27	X 28	
					15

## DECEMBER 2025

Mon	Tue	Wed	Thu	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
15	16	17	18	E 19	5
X 22	X 23	X 24	H 25	X 26	0
X 29	X 30	X 31			0
					15

## JANUARY 2026

Mon	Tue	Wed	Thu	Fri	Total
			H 1	X 2	0
5	6	7	8	9	5
12	13	14	15	16	5
H 19	20	21	22	E 23	4
26	27	28	29	30	5
					19

## FEBRUARY 2026

Mon	Tue	Wed	Thu	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
H 16	17	18	19	20	4
23	24	25	26	I 27	4
					18

## MARCH 2026

Mon	Tue	Wed	Thu	Fri	Total
2	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	E 27	5
X 30	X 31				0
					20

## APRIL 2026

Mon	Tue	Wed	Thu	Fri	Total
		X 1	X 2	X 3	
6	7	8	9	10	5
13	14	15	16	17	5
20	21	22	23	24	5
27	28	29	30		4
					19

## MAY 2026

Mon	Tue	Wed	Thu	Fri	Total
				1	1
4	5	6	7	8	5
11	12	13	14	E 15	5
18	19	20	21	22	5
H 25	26	27	28	29	4
					20

## JUNE 2026

Mon	Tue	Wed	Thu	Fri	Total
1	2	3	E 4	^5	4
^8	^9	^10	^11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30				
					4

First day of Classes - August 27, 2025  
Last day of Classes - June 4, 2026

Pupil Attendance Days 176  
Institute Days 4

### SCHOOL HOLIDAYS/BREAKS

Labor Day September 1, 2025  
Columbus/Indigenous People's Day October 13, 2025  
Thanksgiving Break Nov. 24 thru Nov. 28, 2025  
Winter Break Dec. 22, 2025 thru Jan. 2, 2026  
Christmas Day December 25, 2025  
New Year's Day January 1, 2026  
M.L. King's Birthday January 19, 2026  
President's Day February 16, 2026  
Spring Break March 30 thru April 3, 2026  
Memorial Day May 25, 2026  
Juneteenth June 19, 2026

### LEGEND

H Legal School Holiday  
X Not in Attendance  
I Institute Day (full day)  
E Half-Day Ins. (Early dismissal)  
{ School Begins  
} School Closes  
^ Emergency Days

Approved 12/19/24



## **SALT CREEK SCHOOL DISTRICT 48 2025-2026 SCHOOL YEAR CALENDAR LEGEND**

### **School Begins for Staff**

- August 22, 25 & 26, 2025

### **Students Begin Mid-Week for Full-Day**

- August 27, 2025

### **Institute Days (half-day)**

- Friday, September 19, 2025
- Friday, November 21, 2025
- Friday, December 19, 2025
- Friday, January 23, 2026
- Friday, March 27, 2026
- Friday, May 15, 2026
- Friday, June 4, 2026

### **Institute Days (full day)**

- Friday, August 22, 2025 (Full-Day Institute Day)
- Monday, August 25, 2025 (Full-Day Institute Day)
- Tuesday, August 26, 2025 (Full-Day Institute Day)
- Friday, February 27, 2026 (Full-Day Institute Day/County-Wide Institute Day)

### **Non-Attendance Days**

- Monday, November 24, 2025
- Tuesday, November 25, 2025
- Wednesday, November 26, 2025
- Friday, November 28, 2025

### **Winter Break**

December 22, 2025 – January 2, 2026

### **Spring Break**

March 30, 2026 – April 3, 2026

### **Last Day of School**

Friday, June 4, 2026 (without emergency days)

Friday, June 11, 2026 (includes 5 emergency days)

### **Grading Period**

- End of 1<sup>st</sup> Trimester – November 14, 2025
- End of 2<sup>nd</sup> Trimester – February 27, 2026
- End of 3<sup>rd</sup> Trimester – June 4, 2026 (or last day of school if any emergency days are used)

## Exhibit J: Local Wellness Policy

## INSTRUCTION

### **6:50 School Wellness**

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

District 45 supports and promotes the Whole School, Whole Community, Whole Child (WSCC) model that focuses on the child to align the common goals of both sectors to put into action a whole child approach to education. The Whole School, Whole Community, Whole Child, or WSCC model, is CDC's framework for addressing health in schools. The WSCC model is student-centered and emphasizes the role of the community in supporting the school, the connections between health and academic achievement and the importance of evidence-based school policies and practices. The WSCC model has 10 components:

1. Physical education and physical activity.
2. Nutrition environment and services.
3. Health education.
4. Social and emotional school climate.
5. Physical environment.
6. Health Services.
7. Counseling, psychological and social services.
8. Employee wellness.
9. Community involvement.
10. Family engagement.

District 45 Administration and Staff will incorporate the Whole School, Whole Community, Whole Child (WSCC) model components to better serve students.

The Superintendent or designee will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. The community is informed about the progress of this policy's implementation.

#### Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

#### Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

#### Goals for Other School-Based Activities

The goals for school-based activities include the following:

- Schools will support and promote a healthy eating environment for students.
- Schools will promote and participate in wellness activities.
- Schools will offer other school-based activities to support student health and wellness, including coordinated events and clubs.

#### Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

The District applies *competitive foods* standards listed in Board policy 4:120, *Food Services*, to foods available, but not sold, in schools.

#### Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

#### Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

### Unused Food Sharing Plan

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

### Monitoring

At least every three years, the Superintendent or designee shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

### Community Involvement

The Board and Superintendent or designee will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board*.

### Recordkeeping

The Superintendent or designee shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

[42 U.S.C. §1751](#) *et seq.*, Richard B. Russell National School Lunch Act.

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010.

[42 U.S.C. §1771](#) *et seq.*, Child Nutrition Act of 1966.

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

[50 ILCS 205/](#), Local Records Act.

[105 ILCS 5/2-3.139](#) and [5/2-3.189](#).

[23 Ill.Admin.Code Part 305](#), Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

Adopted: February 20, 2024

### **School District 45 - DuPage County**

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## INSTRUCTION

### **6:50 School Wellness**

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

The Superintendent will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. The community is informed about the progress of this policy's implementation.

#### Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

#### Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

#### Goals for Other School-Based Activities

The goals for school-based activities include the following:

- Schools will support and promote a healthy eating environment for students.
- Schools will promote and participate in wellness activities.
- Schools will offer other school-based activities to support student health and wellness, including coordinated events and clubs.

## Nutrition Guidelines for Foods Available During the School Day: Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

*Competitive foods* standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

## Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

## Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

## Unused Food Sharing Plan

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

## Monitoring

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

### Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*. As necessary, the Superintendent or designee will convene a Wellness Committee with at least one representative from each of the listed groups.

### Recordkeeping

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

### LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

[42 U.S.C. §1751](#) *et seq.*, Richard B. Russell National School Lunch Act.

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010.

[42 U.S.C. §1771](#) *et seq.*, Child Nutrition Act of 1966.

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

[50 ILCS 205/](#), Local Records Act.

[105 ILCS 5/2-3.139](#) and [5/2-3.189](#).

[23 Ill.Admin.Code Part 305](#), Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

Adopted: December 21, 2023



## Districts 45 and 48 Taste Testing and Site Evaluation Form

<b>Offeror:</b>		<b>Evaluator Name:</b>	
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**REQUIREMENT:** Provide one hot breakfast meal, one cold breakfast meal, one cold lunch meal, and two hot lunch meals. Meals selected must be typical menu items offered to students. The cold lunch meal and at least one hot lunch meal must be on the current day's menu for the selected site. All items must be qualifying complete reimbursable meals.

	5 Points – Exceeds	3 Points – Meets	1 Point – Does Not Meet
<b>Body, Texture &amp; Consistency</b>	<ul style="list-style-type: none"> <li>Food has been cooked/prepared properly.</li> <li>Based on the food item the appropriate texture is experienced when eaten.</li> </ul>	<ul style="list-style-type: none"> <li>Food is acceptable, but hot item should have been cooked a few minutes longer or should have been removed from cooking a few minutes earlier.</li> <li>Cold food is luke warm.</li> </ul>	<ul style="list-style-type: none"> <li>Food is not acceptable as it is under or overcooked.</li> <li>Food's improper preparedness is evident when chewed.</li> </ul>
<b>Flavor</b>	<ul style="list-style-type: none"> <li>Taste is unique, delectable, and savory.</li> <li>Use of quality products along with spices, seasonings, and/or condiment choices enhance the flavors.</li> <li>Fresh fruits and vegetables are ripe and evident in the meal.</li> <li>Both breakfast and lunch items are made from scratch.</li> </ul>	<ul style="list-style-type: none"> <li>Taste is palatable, not outstanding.</li> <li>Appropriate use of common spices, seasonings, and/or condiments are evident in the flavor.</li> <li>Fresh fruits and vegetables are ripe but limited in meal.</li> <li>Not all items are made from scratch.</li> </ul>	<ul style="list-style-type: none"> <li>Taste is not acceptable.</li> <li>No use of spices or seasonings.</li> <li>No fresh fruits or vegetables.</li> </ul>
<b>Presentation &amp; Appeal</b>	<ul style="list-style-type: none"> <li>Presentation of the food item is unique and interesting.</li> <li>Served at the proper temperature. Hot foods are hot, cold foods are cold.</li> </ul>	<ul style="list-style-type: none"> <li>Presentation is acceptable but lacking.</li> <li>Served at the proper temperature. Hot foods are hot, and cold food is cold.</li> </ul>	<ul style="list-style-type: none"> <li>Presentation is unacceptable, food color and shape choices appear unbalanced.</li> <li>Food served close to proper temperature. Hot foods should have been hotter, cold foods should have been colder.</li> </ul>
<b>Site</b>	<ul style="list-style-type: none"> <li>Kitchen/eating area is clean. All surfaces, equipment, and food prep areas are spotless, with no visible dirt, debris, or food residue.</li> <li>Food staff provided exceptional customer service, offering friendly, attentive service.</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen/eating area has cleanliness issues. There are visible areas of dirt, debris, or food residue in some spaces, equipment, or food prep areas.</li> <li>Food staff provided inconsistent customer service. Some were friendly and helpful while others were not.</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen/eating area is unsanitary. Widespread dirt, debris, and food residue are present throughout.</li> <li>Food staff were rude, inattentive, or unhelpful.</li> </ul>
<b>Total Points</b>			_____/20 Points

**Date/Time:** \_\_\_\_\_ **Evaluator Signature:** \_\_\_\_\_

# Exhibit L: Collective Bargaining Agreement

Not Applicable