



Date: July 16, 2024

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Bid Award & Recommendation to Approve Organic Life Food Service Management Contract for the 2024-2025 School Year

Policy Alignment: 4:120 - Food Services

Disposition: Action

Executive Summary:

North Shore School District 112 advertised an invitation to Bid notice in the Daily Herald on May 23, 2024. Bid packages were sent to sixteen firms; two were present for the mandatory walk through at Northwood Middle School on June 3, 2024. On July 8, 2024, two bids were opened and publicly read aloud. Bids were received from Arbor Management Inc. and OrganicLife, the current food service management company.

State regulations require that school districts must conduct a thorough review and submit required paperwork to the state for final review and authorization prior to any recommendation that is made to the Board. On July 10, 2024, the district received authorization to proceed with the contract award by ISBE. Based on the initial review of the two bids received, OrganicLife was the lowest responsible bidder. The initial contract is to begin August 1, 2024, through July 31, 2025.

Administration recommends that at the July 10, 2024, Board Meeting, the Board approve the service rate/fee bid of OrganicLife, the lowest responsive and responsible bidder, to provide Food Service Management to the district beginning August 1, 2024, through July 31, 2025, in the amount of \$554,639.48 (see attached).

At the July 16, 2024, Regular Board meeting, the administration recommends that the Board approve the Food Service Management Company contract with Organic Life for the 2024-2025 school year, as described above.

Recommendation: Approval

Roll call vote to approve the Bid Award and Food Service Management Company contract with Organic Life for the 2024-2025 school year, as presented.



**Addendum #1 to the
Invitation for Bid & Contract
Food Service Management Company (FSMC)
North Shore School District 112**

Date: June 20, 2024
To: All North Shore District 112 Bidders
From: Jeremy Davis, Assistant Superintendent for Finance and Operations
Subject: ADDENDUM NO. 1 TO THE IFB DOCUMENT FOR:
Food Service Management Company

To: All Potential Bidders,

North Shore School District 112 (“District”) issues this Addendum #1 to the Invitation for Bid and Contract for Food Service Management Company, which was issued on or about May 23, 2024. This Addendum #1 shall be considered part of the Invitation for Bid and is hereby incorporated therein by reference. Bids are due at 2:30 p.m. on July 8, 2024.

Bid Questions and Answers:

1. Are there currently any bill backs for labor by the FSMC to the District? Will these or any labor bill backs continue moving forward in the 2024-25 school year? If so, please provide the amounts and what they are for.
Answer: No, there is not currently any bill backs for labor.
2. What are the meal rates that the current FSMC is charging the district for the 2023-2024 school year?
Answer: Please see Exhibit B-3 for our meal rates for the 2023-2024 school year.
3. Has the District entered into any Intergovernmental agreements with any area districts, private schools, Head Starts, to serve meals to in 2023-24 school year? Will these continue into the 2024-25 school year?
Answer: No, the District does not provide any meals to any other districts, private school or Head Starts.
4. Is the FSMC currently serving meals from the School District to any other school districts or establishments outside of the District? If so, where and how many breakfast, lunch or snack meals on an annual basis? Are all of these meals included in the meals listed in the financials?

Answer: No, the FSMC does not currently serve meals from the school district to other school districts or establishments outside the district.

5. Please clarify if the wages on Exhibit G are for the 2023-24 school year or the 2024-25 school year?

Answer: As indicated on the top of Exhibit G, the wages are for the 2024-2025 school year.

6. Exhibit G does not include the days for the Paid Leave Act, please specify how these days will be paid out to each employee on an annual basis. The staffing plan would need to be revised to reflect this.

Answer: Paid Leave for All Workers Act (the “Act”), which took effect on January 1, 2024, exempts school districts. However, it is not clear whether this exemption applies to private employers servicing school districts. Exhibit G of the RFP was developed by ISBE for school districts’ use prior to the Act’s effective date. As a result, Exhibit G does not distinguish between paid leave days that qualify as paid leave under the Act and those that do not. In some cases, an employer’s policies may allow existing leave benefits to be considered paid leave under the Act. However, this determination should be made by the employer on a case by- case basis based on existing leave policies. As a result, when submitting a bid, an FSMC must certify that they have used paid leave identified in Exhibit G as a basis for calculating the cost of their bid because their existing leave policies satisfy the requirements of the Act without further need to adjust paid leave days used in the calculation. If an FSMC’s existing leave policies do not allow leave identified in Exhibit G to be considered as paid leave under the Act, the FSMC must include the costs related to providing such leave in their calculation. Any FSMC erroneously certifying that their existing leave policies satisfy the requirements of the Act shall be responsible for any and all costs incurred as a result of, or in connection with, the need to provide additional paid leave benefits to employees as a result of the Act. The District will not provide guidance with respect to compliance with the Act, and FSMCs are encouraged to consult their legal counsel when using Exhibit G for purposes of calculating the cost of their bid.

7. Please confirm which holidays are paid out from the 14 listed on Exhibit G.

Answer: All 14 holidays on Exhibit G are paid out.

8. Does the District offer Open Campus to students? Please clarify which grades and schools.

Answer: No, North Shore School District 112 does not offer Open Campus to students.

9. What, if any type of service changed from the prior bid in the 2017-18 school year to now, as lunch meals have dropped by 3,739 breakfasts and 11,182 lunches annually?

Answer: There has been no substantial changes in the Food Service program. We have had lower enrollment numbers.

10. Please explain why the daily hours have increased by 32 hours per day since the prior bid, when the meals have dropped so significantly since then.

Answer: Since the prior bid, a second production kitchen was built at Red Oak Elementary to produce the meals for satellite locations.

11. Please explain why the special milk units have dropped by 31,830 since the prior bid in the 2017-18 school year.

Answer: Less students ordered milk and enrollments have decreased.

12. Please specify what vehicles are currently used by the District/FSMC that the new FSMC will be required to provide. Please also provide what the vehicle makes/model and what is the size of the box of the box trucks? Please also list any additional inside electric or mechanical specifications. Does the van/truck need a lift gate?

Answer: The current FSMC uses a Ford Van from 2020 with no lift gate. The successful vendor must provide a vehicle that meets the minimum specifications of the program.

13. Section 3.13 states that there are summer meals, however there are no summer meals listed in Section 22 Bid Summary. Please clarify this issue.

Answer: The summer breakfasts are included in the overall number.

14. Section 11.2 states that the FSMC is responsible for printing, please clarify what the expectations would be for this.

Answer: To the extent that printing would be required, the FSMC would be responsible for printing and maintaining records related to the operation of the program, including production reports and meal count totals.

15. In Section 22 Bid Summary it lists the Ala Carte equivalents as the same amount as the lunch meals of 107,398. However, Exhibit A-2 shows \$41,806.20 annual ala carte sales. Thus, if you divide \$41,806.20 by 4.88 (current ala carte equivalent factor) it equals 8,566 ala carte equivalents. Thus, the bid summary should be revised, please confirm this.

Answer: In Section 22 Bid Summary the Ala Carte equivalents should be 8,566 (\$41,806.20 divided by 4.88 (the 2023-2024 current ala carte equivalent factor)).

Please see attached revised bid sheet. Please be sure to submit the updated bid sheet as your bid.

16. Please explain why the lunch meals have dropped this school year (2023-24) by approx. 6,055 compared to last year (2022-23).

Answer: Lower number of students enrolled.

18. Please clarify how the lunch meals are being ordered and served to the other schools besides Northwood and Red Oak. Would breakfast be an option as well?

Answer: The current FSMC receives the lunch counts from the district for the other locations. As the other locations are currently enrolled in the Illinois Free Lunch and Special Milk Programs we will not be adding a breakfast program at this time. As we add more of our schools to the National School Lunch Program, we would also provide a breakfast program.

19. How many days of summer school are there?

Answer: For the 2024 Summer School there will be 18 attendance days.

20. How many open positions are there currently?

Answer: One open position.

21. Please specify if there were any operational and/or food service program related changes between the 2022-23 SY and the 2023-24 SY.

Answer: There has been a decline in enrollment.

Section 1.5 states that the address where bids should be submitted is 455 Sheridan Rd, Highwood, IL 60040. The correct address where bids should be submitted is **445 Sheridan Rd, Highwood, IL 60040. All bids should be submitted no later than 2:30 p.m July 8, 2024 and addressed to Jeremy Davis, Assistant Superintendent.**

In the event of a conflict between the terms and conditions of this Addendum and those of any other document in the Invitation for Bid and Contract (as currently constituted and as may be amended from time to time), the terms and conditions in this Addendum shall govern. All other provisions of the Invitation for Bid and Contract not expressly modified herein shall remain in full force and effect.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned contractor certifies that it has received Addendum No. 1, and has considered Addendum No. 1 prior to submitting its bid and that Addendum No. 1 is incorporated in the IFB.

Contractor Name

Name

Title

Date

Invitation for Bid and Contract (IFB):

Food Service Management Company (FSMC)

in the School Nutrition Programs

IFB issued by:

**North Shore School District 112
445 Sheridan Road
Highwood, IL. 60040-1317**

**Mr. Jeremy Davis
Assistant Superintendent
224-765-3005
jdavis@nssd112.org**

IFB Release Date: May 23, 2024

IFB Submission:

**Completed bids must be submitted no later than:
July 8, 2024 by 2:30 p.m. CST.**

Completed bids must be submitted:

North Shore School District 112 invites qualified vendors to submit bids to provide Food Service Management for the 2024-2025 school year. Programs include the Illinois Free Breakfast, National School Breakfast, Illinois Free Lunch, National School lunch, the Special Milk Program, and the Seamless Summer Program (breakfast only).

All sealed bids must be submitted by 2:30 p.m. on July 8, 2024. Bid packages must be clearly marked "Bid for Food Service Management" and deliver to:

**Mr. Jeremy Davis, Assistant Superintendent
North Shore School District 112
455 Sheridan Rd
Highwood, IL 60040**

A mandatory pre-bid meeting will be held on June 3, 2024, from 3:30 P.M. to 4:30 P.M., at Northwood Middle School, 945 North Avenue, Highland Park, IL 60035.

Any inquiries regarding the district's service needs and/or bid process should be directed in writing via email no later than June 6, 2024, to the attention of Fatima Chacon Business Office at fchacon@nssd112.org. Questions will be answered in writing.

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 IFB or subsequent Awarded Contract.

Read SOLICITATION carefully!

This institution is an equal opportunity provider.

**North Shore School District 112
Food Service Management Services Contract
Invitation For Bid- May 2024**

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Definitions

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

2 CFR 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 food service 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 bid in response to the SFA's IFB. The awarded contract is used by the Selected FSMC to provide the SFA with the services outlined in the IFB.

Bidder is a commercial FSMC that submits a bid in response to this IFB.

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 a School Food Authority (SFA).

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](#).

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\(f\)](#).

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 pre primary 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 child care 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 [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 a Bidder that submitted the successful bid to this IFB and is awarded a contract as a result of this IFB.

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](#).

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.

SECTION 1: INSTRUCTIONS TO BIDDERS

1.1 Hereinafter, school food authority (SFA) shall refer to North Shore School District 112.

1.2 Hereinafter, The Food Service Management Company (FSMC) submitting a bid will be referred to as the **“Bidder”**, and the **“awarded contract”** will be between the winning Bidder (herein referred to as the **“Selected FSMC”**).

1.3 **Description**

This IFB seeks Bids from FSMCs willing to operate the SFA’s food service program at all facilities operated, and listed within this IFB, by the SFA. 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 on the awarded contract.

1.4 **Pre-bid meeting and site 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 June 3, 2024 at 3:30 PM CST at the following location, Northwood Middle School, 945 North Avenue, Highland Park, IL 60035.

- **Pre-bid meeting and site tour:** all FSMCs that intend to respond to this IFB are mandated to attend. Pre-bid meeting and site tour will occur during normal operating hours in order to provide Bidders optimal information needed to submit a competitive Bid. Photography, of any type, will not be permitted.
- **Questions for Pre-bid meeting and site tour:** Submit, in writing, questions regarding the IFB by 2:00 PM CST on June 6, 2024 to Fatima Chacon via fchacon@nssd112.org. SFA will acknowledge receipt of questions within 2 working/business days of receipt. Written responses to questions will be provided as outlined in section 1.6.
 - Questions from the floor at the Pre-bid meeting and site tour must also be presented in writing. These questions may or may not be answered at the Pre-bid meeting and site tour.
 - All questions will be answered in writing after the meeting and sent to all individuals that signed in at the Pre-bid meeting and site tour.
- **Written communication:** Written communication will override any verbal communication between any FSMC and SFA.

1.5 **Bid Submission**

North Shore School District 112 invites qualified vendors to submit bids to provide Food Service Management for the 2024-2025 school year. Programs include the Illinois Free Breakfast, National School Breakfast, Illinois Free Lunch, National School lunch, the Special Milk Program, and the Seamless Summer Program (breakfast only).

All sealed bids must be submitted by 2:30 P.M. on July 8, 2024. Bid packages must be clearly marked “Bid for Food Service Management” and deliver to:

**Mr. Jeremy Davis, Assistant Superintendent
North Shore School District 112
455 Sheridan Rd
Highwood, IL 60040**

A mandatory pre-bid meeting will be held on June 3, 2024, from 3:30 P.M. to 4:30 P.M., at Northwood Middle School, 945 North Avenue, Highland Park, IL 60035.

Any inquiries regarding the district's service needs and/or bid process should be directed in writing via email no later than June 6, 2024, to the attention of Fatima Chacon Business Office at fchacon@nssd112.org. Questions will be answered in writing.

a. Submission Instructions:

Deliver a complete Bid package in a sealed envelope labeled as follows:

- IFB title
- Original or Copy (as applicable)
- Envelope number (e.g., 1 of 3)
- Date
- Bidder's Name and Address

Submit one (1) original and one (1) copy of the proposal on a USB thumb drive in a usable PDF format of the complete Bid package.

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

- b. Late Bids:** Bids 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 Bids.
- c.** Public opening will be at 2:30 PM CST on July 8, 2024 and will take place at 445 Sheridan Rd. Highwood, IL 60040.
- d. In the event your company decides not to submit a Bid, it is requested that the IFB be returned on or before the submission deadline outlined above with a completed [Statement of No Bid](#).**

1.6 Written Inquiries

All communication should be directed to: Fatima Chacon, Business Office at fchacon@nssd112.org. Questions will be answered in writing.

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, contact (Fatima Chacon) at (224-765-3005). Any inquiries, disputes, or requests concerning interpretation, additional clarification, or additional information pertaining to the IFB must be made in writing and received by June 6, 2024.

Routine procedural questions will be answered as promptly as practicable; examples of routine procedural could include clarification of the address for bid submission, key dates and timelines, etc. Substantive questions will be compiled and both questions and answers provided to all Bidders prior to the IFB due date. Examples of substantive could include clarification of discrepancies or errors. A written response no later than (June 17, 2024) 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 IFB and must be acknowledged on the submitted Bid. All addenda/addendum/amendment will be issued electronically to each Bidder known by the SFA who has requested a copy of the IFB.

If the SFA issues any changes to this IFB, acknowledgement of receipt of such changes must be made to the SFA in writing, signed by an individual authorized to legally bind the Bidder, and included in the Bidder's package. If changes to the IFB are not acknowledged, the SFA retains the right to reject the Bid as non-responsive. No addenda/addendum/amendment will be issued within seven working days of the time and date set for the Bid 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 Bid due date, the time and date set for the Bid 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 addenda/addendum/amendment(s) to all prospective bidders that received the original solicitation.

Before submitting a Bid, it shall be the responsibility of each Bidder to contact Jeremy Davis at jdavis@nssd112.org, prior to the Bid due date to determine whether additional addenda/addendum/amendment were issued.

- 1.7 The subject matter of this IFB is subject to legislative changes either by the federal or state government. If any such changes occur prior to contract award, then all bidders will have the opportunity to modify their bids 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 Contract reflecting such legislative changes; and (ii) shall have no obligation to provide unsuccessful Bidders with the opportunity to modify their Bids to reflect such legislative changes.

1.8 **Fair and Open Competition**

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

1.9 **Overly Responsive Bid**

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

Examples of overly responsive Bids:

- Respondent offers a guarantee which was not requested in the original Bid,
- Respondent offers incentives over and beyond those required by the IFB document (such as scholarships or “free” equipment) to entice a SFA to select its Bid 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 IFB document. If such items were not required in the IFB document, then the Bid would be considered overly responsive.

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

1.10 **Method of Award**

Bids that are submitted by the respective due date and are not subject to disqualification will be reviewed in accordance with the evaluation criteria set forth in this IFB. The SFA will review the Bids using the evaluation criteria found in this IFB. In addition, the SFA will conduct a pre-award audit and check references.

1.11 **IFB Estimations**

Quantities reflected in this IFB are estimates based on the SFA’s claims for the 2023-2024 School Year and projected increases or decreases based on the new 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 IFB, 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.

Invitation to Bid Notice

Food Service Management Company

Notice is hereby given that North Shore School District 112 (“the School Food Authority-SFA”); is requesting bids to provide the preparation and delivery of meals for the 2024-2025 school year for the operation in the Federally funded School Nutrition Programs.

Bids will be accepted at:

Attn: Jeremy Davis, Assistant Superintendent
North Shore School District 112
445 Sheridan Rd
Highwood, IL 60040.

Bids will be accepted at 2:30 p.m. on Monday, July 8, 2024, at which time they will be opened and read aloud. Bids must be submitted in full as outlined in the solicitation. A meeting to tour the facilities will be held at Northwood Middle School on Monday, June 3, 2024 at 3:30 p.m., at 945 North Avenue, Highland Park, IL 60035. Attendance at this meeting is mandatory. Beginning May 23, 2024 bid specifications will be available. Contact Fatima Chacon at fchacon@nssd112.org. Questions related to the solicitation may be submitted, in writing, via email to fchacon@nssd112.org, by June 6, 2024. Questions will be answered via email in the form of an addendum to all potential bids. Bids must be fully aware and comply with USDA and state regulations regarding School Nutrition Programs.

The District reserves the right to reject any and all bids or parts thereof, waive any irregularities or informalities.

All vendors must comply with applicable Illinois law requiring payment of prevailing wage by contractors working on public funded projects, and with Illinois statutory requirements regarding labor, including Equal Employment Opportunity Laws.

This Institution is an equal opportunity provider.

SECTION 2: GENERAL CONDITIONS

2.1 **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 IFB or subsequent Awarded Contract.

2.2 **Right to reject any or all bids**

North Shore School District 112 reserves the right to reject any or all bids when there is a sound documented reason to do so.

2.3 **No relief for errors or omissions**

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in or omissions from any of the documents, or be in doubt as to their meaning, the bidder shall advise North Shore School District 112, Jeremy Davis, Assistant Superintendent at (224)765-3005, who will issue the necessary clarifications to all prospective bidders by means of addenda. Any and all addenda will become part of the complete bid package.

2.4 **Fully informed**

Submission of a Bid 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.

2.5 **No deviations or exceptions from the specifications and conditions**

All bids shall be submitted on the forms provided with these specifications and conditions without deviation or exception.

2.6 **Solicitation withdrawal or changes**

Once a bid has been accepted, it may not be modified or rescinded without the approval of North Shore School District 112.

2.7 **Code of Conduct/ Ethics Procedures**

No employee of North Shore School District 112 is to be extended any form of gratuity in connection with this bid.

2.8 **Once opened, no modification(s) allowed without written approval**

In accordance with Illinois law, once the bids have been opened such bids may not be modified in any way without the written approval of North Shore School District 112. All bidders will be bound by all math calculations, misquotes or mistakes of any kind once the bids have been opened.

2.9 **Protest Procedures**

The SFA must adhere to applicable bidding practices established by State law and good administrative practice. Should the FSMC wish to file a formal bid protest, the protest must be in writing sent certified mail or personally delivered to Jeremy Davis, Assistant Superintendent within five (5) business days of the bid award by 12:00 noon CST. Anyone failing to protest by the given date waives the right to protest.

Bidders are permitted to challenge the SFA's recommendation to award a contract. The bid protest must be filed in writing to the CFO and must specify the grounds upon which the protest is based. A valid protest must 1) come from an actual bidder for the contract, and 2) who claim to be the rightful awardee. That is, a protest is not valid if filed by a bidder who cannot show they would be awarded the contract if their protest were accepted.

The CFO will review the protest and issue a written decision. If the protesting bidder is not satisfied with the CFO's decision, the bidder may ask that their protest be considered by North Shore School District 112 Board of Education, if a written request is received within five (5) business days from the date of the CFO's written decision. The Board of Education of North Shore School District 112 may decide to hear the appeal or move forward with the award of the contract. Any decision regarding the matter made by the Board of Education of North Shore School District 112 is final.

2.10 Contract Bond Requirements

A bid deposit shall be in the form of a surety bond issued by a bonding company authorized to do business in Illinois, and on the US Department of Treasury list of approved sureties, shall be made payable to North Shore School District 112 in the amount of 5% of the total estimated contract cost. All bids without a surety bond will be disqualified and will be considered as non-responsive.

2.11 Performance Bond Requirements

The successful bidder will be required to furnish a performance bond in the amount of 20% of the total estimated contract cost. The cost of the bond is to be included in the meal rate bid. A surety on the US Department of Treasury listing of approved sureties must issue the performance bond.

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

2.13 All bids shall remain valid and subject to acceptance for a period of ninety (90) days after the bid opening date. Award of the Contract shall be made to the lowest responsive, responsible bidder as determined by the SFA, based on the criteria and specifications outlined in the IFB and further set forth in the Contract.

2.14 The meal rates and fees bid must be calculated based on the menu(s) in Exhibit B and on the projected annual units provided on the *Bid Summary* form, both attached herein. Rates must be provided per unit with the exception of the *A la Carte Management Fee* which, if bid, must be a lump sum. All other estimated line-item totals shall be computed by multiplying the projected annual units by the rate bid 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.

2.15 All prospective bidders must completely inspect the facilities and equipment prior to the bid due date and prior to submitting a bid, if pre-bid meeting/ facility tour is scheduled as per section 1.2 above. Failure to do so will not relieve the successful bidder 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

2.16 No bid 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.

2.17 All completed bids and supporting documentation submitted shall be the property of the SFA.

2.18 Until a Contract is awarded, no bidder, prospective or otherwise, shall be provided access to any supporting bid documents received by the SFA. All supporting bid 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 bidder, prospective or otherwise, shall result in automatic disqualification of the bidder 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.

SECTION 3: SCOPE OF SERVICES

3.1 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 IFB and subsequent Awarded Contract.

The programs listed below shall be the same as those listed in the attachment sections of this IFB, 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.

X National School Lunch Program (NSLP)

X School Breakfast Program (SBP)

X Seamless Summer Option (SSO) breakfast

X Special Milk Program (SMP)

X A la Carte Sales

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

- 3.2 The projected number of full feeding days is approximately 193.
- 3.3 The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- 3.4 The food service shall be managed to promote maximum participation in the Child Nutrition Programs.
- 3.5 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 sections of this IFB, which is part of the Awarded Contract.
- 3.6 The Selected FSMC shall provide the type of food service at sites as specified in the schools/sites listed in the exhibit sections of this IFB for approximately 193 annual serving days during each Term of the Contract.
- 3.7 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.
- 3.8 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.

- 3.9 The SFA reserves the right to maintain, add, and/or remove present food and beverage vending machines in its facilities.
- 3.10 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.
- 3.11 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.
- 3.12 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.
- 3.13 **Summer Food Service**
North Shore School District 112 runs the Seamless Summer Option (SSO), breakfast program. This program runs Monday through Thursday during the summer.

SECTION 4: SCHOOL FOOD AUTHORITY RESPONSIBILITIES

- 4.1 The SFA shall ensure the food service is in conformance with its *Permanent Agreement* and the *Policy Statement for all reimbursable meals*.
- 4.2 The SFA shall retain control of the CNP nonprofit food service account and overall financial responsibility for the CNP.
- 4.3 The SFA shall retain control of the quality, extent, and general nature of its food service.
- 4.4 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.)

4.5 **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. (Reference [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)

4.6 **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 must encompass determining whether the food service operation is in conformance with the SFA-FSMC agreement to operate the Program in accordance with Program regulations. Contract language must 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 an 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

- 4.7 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.
- 4.8 The SFA shall inform the Selected FSMC of any adjustments to menus and monitor implementation of adjustments.
- 4.9 The SFA shall approve all a la carte items and the prices charged for those items in advance of sale by the Selected FSMC.
- 4.10 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*.
- 4.11 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.
- 4.12 The SFA shall ensure USDA Foods received for use by the SFA and made available to the 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 Part 250.
- 4.13 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.
- 4.14 The SFA shall ensure all state and local regulations are met by the Selected FSMC preparing or serving meals at SFA facilities.
- 4.15 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)).
- 4.16 **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.

4.17 **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.

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

4.19 **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 to provide annual documentation to the SFA showing the training hours and topics completed by all employees that meet this requirement.

SECTION 5: FSMC RESPONSIBILITIES

- 5.1 The Selected FSMC shall always provide its services (including but not limited to the designations outlined in section 11.2) hereunder in accordance with generally accepted standards of care and best practices in the industry.
- 5.2 The Selected FSMC shall provide the specified meal types and services in the schools/sites listed in the exhibit sections of this IFB, which is part of the Awarded Contract.
- 5.3 The Selected FSMC shall serve meals on such days and at such times as requested by the SFA.
- 5.4 The Selected FSMC shall serve reimbursable meals and/or milk to children by their designated eligibility status by the SFA.
- 5.5 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.
- 5.6 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.
- 5.7 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.
- 5.8 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 IFB.
- 5.9 The Selected FSMC shall adhere to the 21-day cycle menu(s) and portion sizes specified by the SFA terms in this IFB 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)).
- 5.10 The serving sizes provided by the SFA on the 21-day cycle menu(s) specified by the SFA in the exhibit sections of this IFB 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).

- 5.11 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.
- 5.12 **Infant Meals**
When applicable, the Selected FSMC shall provide Infant Meals compliant with applicable meals pattern components and other nutritional requirements as required by the USDA or other designated Federal agency.
- 5.13 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)).
- 5.14 The Selected FSMC shall promote efforts to increase participation in the CNPs.
- 5.15 The FSMC shall participate in the parent, teacher, and student advisory board at the NSLP schools.
- 5.16 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 IFB. 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.
- 5.17 The Selected FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.
- 5.18 The Selected FSMC shall use SFA facilities for preparation of food to be served.
- 5.19 **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 CFR 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 4.
- 5.20 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.
- 5.21 The Selected FSMC shall comply with all local and state food safety and sanitation requirements.
- 5.22 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 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.
- 5.23 The FSMC shall separate recyclable material from non-recyclable materials, unloading recyclable materials into designated recyclable containers. In addition, FSMC shall use recyclable products in its food service operation to the extent available and practicable for the safe and efficient delivery of food products,

including a Non-Styrofoam, five-compartment biodegradable tray. Non-Styrofoam serving products shall be used by the FSMC.

5.24 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.

5.25 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, Civil Rights, professional standards regulations, POS system, how to operate kitchen equipment, food safety and sanitation.

5.26 **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 IFB 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 21 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).

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.

5.27 At the SFA's discretion, the SFA may conduct performance reviews of the FSMC's performance under the Contract. Any services performed under this Contract shall be subject to a performance review. The FSMC shall cooperate with the SFA in these reviews, which may require the FSMC to provide records of its performance. Performance reviews may be used by the SFA to determine whether to enter into future contractual relationships with the FSMC, including subsequent Contract renewal Terms, as applicable. Performance reviews may include, but are not limited to:

- Completion and performance of contractual services rendered;
- Adherence to the meal pattern and food specification requirements, including quality and variety;
- Performance on SFA On-Site Reviews and status of required corrective action, if any;
- Performance on State and/or Federal reviews and status of required corrective action, if any;
- Participation trends, including program participation, compared to a la carte sales;
- Responsiveness of local staff and management to the SFA's needs, including the Advisory Board and Local Wellness Committee, as applicable; and
- Responsiveness of regional management to the SFA and local staff/management.

SECTION 6: FOOD DISTRIBUTION PROGRAM

- 6.1 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 or Renewal 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.
- 6.2 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 the Selected FSMC must submit a corrective action plan 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.
- 6.3 The Selected FSMC shall manage all USDA Foods to ensure the USDA Foods are utilized in the SFA’s food service.
- 6.4 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.
- 6.5 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.
- 6.6 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.
- 6.7 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.
- 6.8 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).

- 6.9 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).
- 6.10 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.
- 6.11 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.
- 6.12 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.
- 6.13 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.
- 6.14 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.
- 6.15 The SFA and Selected FSMC shall consult and agree on end products to be produced from USDA Foods during each Contract Term. If the SFA and Selected FSMC cannot agree on end products, the Selected FSMC shall utilize the USDA Foods in the form furnished by the USDA.
- 6.16 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 6.19 below). Such credit shall be issued in full prior to the expiration of each Contract Term USDA Foods diverted for the Contract Term (and any Renewal 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).
- 6.17 The Selected FSMC shall not enter into subcontracts for further processing of USDA Foods.
- 6.18 The FSMC 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 \$6.70 per case ordered for school year 2024-2025. USDA food entitlement value for school year 2023-2024 was 35,815.68. Estimated USDA foods entitlement value for school year 2024-2025 46,484.49.

- 6.19 If the SFA is responsible for all storage and warehouse costs associated with USDA Foods as designated in 6.18 above, then the SFA shall provide reimbursement to the FSMC for USDA Foods that are lost, damaged, or become out-of-condition due to the SFA's own negligence and for which the FSMC has already credited the SFA.
- 6.20 ***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.***
- 6.21 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.
- 6.22 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.
- 6.23 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).
- 6.24 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.
- 6.25 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.
- 6.26 The SFA shall retain title to all USDA Foods provided to the Selected FSMC for use in the SFA's food service.
- 6.27 The bid rate per meal must be calculated as if no USDA Foods were available.

SECTION 7: PURCHASES/ BUY AMERICAN

7.1 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.

7.2 Any purchase of food must meet the USDA Meal Pattern requirements and the Minimum Food Specifications listed in this IFB.

7.3 **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. 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.

7.4 The FSMC shall retain title of all purchased food and nonfood items.

7.5 **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 Bidder by signing the Bidder's Bid 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.

7.6 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.).

7.7 The Selected FSMC shall not substitute commercially purchased foods for USDA ground beef, ground pork, and processed end products received.

7.8 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.

7.9 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.

- 7.10 The Selected FSMC shall certify the percentage of U.S. content in the products supplied to the SFA.
- 7.11 The Selected FSMC shall provide Nutrition Facts labels and any other documentation requested by the SFA to ensure compliance with U.S. content requirements.
- 7.12 For the duration of the Contract and all subsequent renewal Terms, as applicable, the 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.

SECTION 8: USE OF FACILITIES, INVENTORY, EQUIPMENT AND STORAGE

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

8.2 **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 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 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.
- d. The SFA shall provide sanitary toilet facilities for the Selected FSMC employees.
- e. The Selected FSMC is responsible and liable for any physical, personal, property damages caused by any subcontractors or staff used by the FSMC for the purposes of this Contract.
- f. 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.
- g. 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.

8.3 **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 11 of this IFB, 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.

8.4 **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.
- 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.
- 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.
- 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.
- 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.

8.5 **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:

- The Selected FSMC will purchase equipment, or other supplies for the food service program, as listed in Exhibit F, in an amount not to exceed \$90,000. All equipment owned by the current contractor or as required for this IFB, is listed in Exhibit F. The FSMC awarded the Contract shall be responsible for providing and installing, as applicable, all equipment as listed in Exhibit F, if necessary, for the provision of the contractual services required by the Contract.
 - The Selected FSMC will not marketing materials for the food service program. 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, if necessary, for the provision of the contractual services required by the Contract.
 - 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 IFB and as a result, such purchases may contain FSMC logos.
 - 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 contact, 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.

SECTION 9: FOOD SAFETY AND SANITATION

- 9.1 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.
- 9.2 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.
- 9.3 **The Food Handling Regulation Enforcement Act:** The Selected FSMC must adhere to The Food Handling Regulation Enforcement Act (410 ILCS 625), which includes the requirement 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.
- 9.4 The Selected FSMC shall place garbage and trash in containers as specified by the SFA and place them in designated areas.
- 9.5 The SFA shall remove all garbage and trash from the designated areas.
- 9.6 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.
- 9.7 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.
- 9.8 The SFA shall clean grease traps, walls, floors, light fixtures, window coverings, and ducts and hoods above the filter line.
- 9.9 The SFA shall provide pest control services as needed.
- 9.10 The SFA shall clean the dining/cafeteria area, including tables, chairs, and floors after the meal service.
- 9.11 The SFA, the Illinois State Board of Education, and the U.S. Department of Agriculture reserve the right to inspect the FSMC's preparation and storage facilities and transporting vehicles prior to award of Contract and without notice at any time during each Contract Term (or any Renewal Terms as applicable), including the right to be present during preparation and delivery of meals.
- 9.12 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 10: EMPLOYEES

- 10.1 The Selected FSMC shall provide staff to manage the SFA's food service operations and supervise all employees.
- 10.2 The Selected FSMC shall be responsible for supervising and training personnel, including SFA-employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of Selected FSMC management staff, except the site manager. The Selected FSMC shall also be responsible for the hiring and termination of non-management staff who are employees of the Selected FSMC.
- 10.3 The Selected FSMC shall comply with all wage and hours of employment regulations 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.

- 10.4 **Illinois Fixed Minimum Wage Billback:** Supplemental billing related to the Illinois Mandated Fixed Minimum wage **will not** be allowable during any applicable Renewal Term. The Selected FSMC will take full responsibility of Minimum Wage Laws and submit a bid accordingly.
- 10.5 The Selected FSMC shall pay all FSMC employees in accordance with the Fair Labor Standards Act and any other applicable statutes.
- 10.6 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 Selected 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.
- 10.7 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 and furnished in writing to the Selected FSMC.
- 10.8 The Selected FSMC shall provide the SFA with a list of its personnel policies and employee handbook.
- 10.9 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.

- 10.10 The FSMC will 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; or
- 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.

The FSMC may not assign any employee to perform work for SFA in a position involving direct contact with children or students if the SFA objects to the assignment after being informed of an instance noted above.

- 10.11 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.
- 10.12 The SFA shall submit to the Selected FSMC a current schedule of employees, positions, assigned locations, hours of work, wages and benefits (as applicable) on Exhibit G which must be used for bidding calculation purposes at a minimum initial Contract Term cost to the Selected FSMC of **\$245,093.25**
- The Selected FSMC shall provide a full-time on-site Food Service Director. The Food Service Director provided to the SFA may not 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).

- 10.13 The Selected FSMC shall maintain the same minimum level of employee positions, hours, wages, and benefits as stipulated in this IFB throughout the entire Contract Term, and each subsequent 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.
- 10.14 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 IFB 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.
- 10.15 The Selected FSMC must ensure that the employees' hours listed in this IFB are not used for catering or special functions.
- 10.16 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.
- 10.17 Upon written request of the SFA, the Selected FSMC will remove any 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.
- 10.18 In the event of the removal or suspension of any employee, the Selected FSMC shall immediately restructure its staff without disruption in service.
- 10.19 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.
- 10.20 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.
- 10.21 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).
- 10.22 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.

10.23 **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

New and Current Directors	<p>Annually, at least 12 hours of continuing education/ training.</p> <p>Includes topics such as:</p> <ul style="list-style-type: none"> ● Administrative practices (including training in application, certification, verification, meal counting, and meal claiming procedures). ● Any specific topics required by FNS, as needed, to address Program integrity or other critical issues. <p>This required continuing education/training is in addition to the food safety training required in the first year of employment.</p>
New and Current Managers	<p>Annually, at least 10 hours of continuing education/training.</p> <p>Includes topics such as:</p> <ul style="list-style-type: none"> ● Administrative practices (including training in application, certification, verification, meal counting, and meal claiming procedures). ● The identification of reimbursable meals at the point of service. ● Nutrition, health and safety standards. ● Any specific topics required by FNS, as needed, to address Program integrity or other critical issues.
New and Current Staff (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"> ● Free and reduced-price eligibility. ● Application, certification, and verification procedures. ● The identification of reimbursable meals at the point of service. ● Nutrition, health and safety standards. ● Any specific topics required by FNS, as needed, to address Program integrity or other critical issues.
New and Current Part-Time Staff (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>

SECTION 11: DESIGNATION OF PROGRAM EXPENSE

11.1 The Selected FSMC guarantees to the SFA that the bid meal rates and fees for each reimbursable school meal and a la carte equivalent shall include the expenses designated under Column I. The FSMC shall be responsible for negotiating/paying all employees’ fringe benefits, employee expenses, and accrued vacation and sick pay for staff on their payroll.

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

Description	Column I (Selected FSMC)	Column II (SFA)
Labor		
On site Managers and/or Supervisors	X	<input type="checkbox"/>
Full time Workers	X	<input type="checkbox"/>
Part time Workers	X	<input type="checkbox"/>
Driver	X	<input type="checkbox"/>
Employee Benefits		
Life Insurance	X	<input type="checkbox"/>
Medical/Dental Insurance	X	<input type="checkbox"/>
Retirement Plans	X	<input type="checkbox"/>
Social Security	X	<input type="checkbox"/>
Vacation	X	<input type="checkbox"/>
Sick Leave	X	<input type="checkbox"/>
Holiday Pay	X	<input type="checkbox"/>
Tuition Reimbursement	X	<input type="checkbox"/>
Labor Relations	X	<input type="checkbox"/>
Unemployment Compensation	X	<input type="checkbox"/>
Workers Compensation	X	<input type="checkbox"/>
Processing and Payment of Payroll	X	<input type="checkbox"/>
Food		
Commercial Foods	X	<input type="checkbox"/>
USDA Foods		
Deliver Charges	X	<input type="checkbox"/>
Freight/ Handling Costs	X	<input type="checkbox"/>
Storage/Warehouse	X	X
Other Expenses		
Accounting		
Bank Charges	<input type="checkbox"/>	X
Data Processing	X	<input type="checkbox"/>
Recordkeeping	X	<input type="checkbox"/>
Processing and Payment of Invoices	X	<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"/>	X
Routine Maintenance	<input type="checkbox"/>	X
Major Repairs	<input type="checkbox"/>	X
Replacement	<input type="checkbox"/>	X
Equipment—Expendable (e.g., trays, tableware, glassware, utensils)		
Original Purchase	<input type="checkbox"/>	X
Replacement	<input type="checkbox"/>	X
Cleaning/Janitorial Supplies	X	<input type="checkbox"/>
Insurance		
Liability Insurance	X	<input type="checkbox"/>
Insurance on Supplies/Inventory	X	<input type="checkbox"/>
Laundry and Linen	X	<input type="checkbox"/>
Employee Uniforms	X	<input type="checkbox"/>
Office Materials	X	<input type="checkbox"/>
Paper/Disposable Supplies	X	<input type="checkbox"/>
Pest Control	<input type="checkbox"/>	X
Postage	X	<input type="checkbox"/>
Printing	X	<input type="checkbox"/>
Product Testing	X	<input type="checkbox"/>
Promotional/Marketing Materials	X	<input type="checkbox"/>
Taxes and License	X	<input type="checkbox"/>
Telephone		
Local	<input type="checkbox"/>	X
Long Distance	<input type="checkbox"/>	X
Medium of Exchange for Point of Service Counts	<input type="checkbox"/>	X
Training	X	<input type="checkbox"/>
Transportation of Meals	X	<input type="checkbox"/>
Trash Removal		
From Kitchen	<input type="checkbox"/>	X
From School Premises	<input type="checkbox"/>	X
Travel		
Required	X	<input type="checkbox"/>
Requested	X	<input type="checkbox"/>
Utilities	<input type="checkbox"/>	X
Vehicles	X	<input type="checkbox"/>

SECTION 12: INVOICING AND PAYMENT TERMS

- 12.1 All bids must be calculated based on the menu(s) listed in the exhibits section of this IFB, the minimum food specifications, USDA Meal Pattern and Nutrition Guidelines, and on the projected annual units provided on the *Bid Summary* form, all attached herein. All bids shall be submitted using the *Bid Summary* 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.
- 12.2 The bid 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.
- 12.3 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, 215 (SMP), 220, 225 (SFSP), 226 (CACFP), 245, 250, and 2 CFR 200, if applicable.
- 12.4 The Selected FSMC shall invoice SFA at the end of each month. No advanced payments are allowed to be paid to the Selected FSMC.
- 12.5 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.
- 12.6 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 IFB.
- 12.7 Only fixed meal price(s) described in this IFB and resulting Awarded Contract will be paid.
- 12.8 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.
- 12.9 SFA reserves the right to request additional details for any item on an invoice which groups more than one item together for payment.
- 12.10 Upon termination of the Awarded Contract, all outstanding amounts shall immediately become due and payable.
- 12.11 **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 2023. The a la carte equivalency factor to be utilized for the initial 2024–2025 Contract Term is \$4.755.

- 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 by the Illinois State Board of Education Nutrition Department.

- 12.12 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.
- 12.13 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).
- 12.14 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.
- 12.15 The Selected FSMC shall submit separate billing for special functions conducted outside of the nonprofit school food service account.
- 12.16 The fixed meal rate for meals must be calculated as if no USDA Foods were available.

SECTION 13: REVENUE

- 13.1 The SFA shall receive all revenue from the food service and food services 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.
- 13.2 The food service revenue shall be used only for the SFA's nonprofit food service.
- 13.3 The food service revenue shall flow through the SFA's chart of accounts.
- 13.4 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.
- 13.5 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.
- 13.6 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 14: LICENSES, CERTIFICATIONS, AND TAXES

- 14.1 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. The approximate prior annual cost for licenses/permits was \$0.
- 14.2 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.
- 14.3 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.
- 14.4 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.
- 14.5 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 FSMC certifies that it is not barred from bidding 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.
- 14.6 The Selected FSMC shall comply with all SFA building rules and regulations.

SECTION 15: RECORDKEEPING

- 15.1 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.
- 15.2 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.
- 15.3 The Selected 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.
- 15.4 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 Part 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, and 2 CFR 200.337 Restrictions on public access to records.
- 15.5 All records relating to the Contract, including subsequent renewal Terms, if applicable, are property of the SFA and shall be maintained in original and/ or electronic form on SFA premises for the duration of the Contract. At any time during the Contract, the SFA reserves the right to require the FSMC to surrender all records relating to the Contract to the SFA within 30 days of such request. Such records shall include, but are not limited to:
- All data, materials, and products created by the FSMC on behalf of the SFA and in furtherance of the Services;
 - Production records, including quantities and amounts of food used in preparation of each meal and food component of menus;
 - Standardized recipes and yield from recipes as deemed necessary per the requirements of the USDA meal requirements;
 - Processed product nutritional analysis;
 - Nutritional content of individual food items and meals;

- Bills charged to the SFA for meals prepared under this Contract including the credit of USDA Foods where applicable;
 - Inventory records;
 - Food and bid specifications; and
 - All documents and records as noted in this *Invitation for Bid and Contract*.
- 15.6 Upon expiration or termination of the Contract, the Selected FSMC shall surrender all records as noted above, relating to the initial Contract and all subsequent renewal Terms, if applicable, to the SFA within 30 days of the Contract expiration or termination.
- 15.7 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.
- 15.9 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.
- 15.10 The Selected FSMC shall not remove federally required records from SFA premises.

SECTION 16: TERMS AND CONDITIONS

16.1 **Awarding the Contract**

To be considered, Bidder must submit a complete response to this IFB ***using the format provided***. Bids determined to be overly responsive may be returned to Bidder and not considered for the Awarded Contract. Bidders should limit Bid responses to what is required and requested in this IFB. No other documents submitted with the Bid will affect the contract provisions contain herein, and there may be no modification to the contract language.

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

Bidder and/or their authorized representatives are expected to fully read this IFB and be fully acquainted with all the terms and conditions, requirements, and specifications before submitting a Bid; failure to do so will be at the Bidder's own risk. Failure or omission of Bidder to be familiar with existing conditions shall in no way relieve the company of obligation with respect to this IFB. The SFA is not liable for any cost incurred by the Bidder 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 Fatima Chacon at fchacon@nssd112.org.

16.2 **Awarded Contract**

This Awarded Contract is effective for a one-year period beginning August 1, 2024 and ending on July 31, 2025 (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 IFB; Selected FSMC Bid, attachments to the Bid and any written clarifications or changes made by SFA and in accordance with the provisions herein.

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.*** Awarded Contract, addendums, or amendments is limited to assuring compliance with federal and state procurement requirements.

16.3 **Termination**

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:

- If Selected FSMC fails to perform any duties or obligations within the time specified herein or any written extension thereof granted by SFA.
- If Selected FSMC fails to make progress as to endanger performance of the Awarded Contract in accordance with its terms.
- If either party fails to comply with any of the material terms and conditions of the Awarded Contract. Such termination shall become effective if notified party does not cure such failure within a period of ten (10) days after written notice of default.
- If either party is declared insolvent or bankrupt.
- 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:
 1. failure to maintain and enforce required standards of sanitation,
 2. failure to maintain proper insurance coverage as outlined by the Awarded Contract,
 3. failure to provide required periodic information/statements, or
 4. failure to maintain quality of service at a level satisfactory to the SFA.

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.

- 16.4 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.
- 16.5 Notwithstanding the notice period in paragraph 16.3, the SFA may immediately terminate the Contract, in whole or in part, upon notice to the FSMC if the SFA determines that the actions, or failure to act, of the 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.
- 16.6 **Nonperformance by Awarded FSMC**
 If the 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 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) 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 damages incurred by the SFA as a result of any Contractor default shall be borne by the Contractor 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 Contractor upon demand.
- 16.7 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.

- 16.8 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 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 Consumer Price Index for Urban Consumers-Food Away from Home. 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. *The Consumer Price Index for Urban Consumers-Food Away from Home* annual rate for December of the current school year. Renewal of this Contract is contingent upon the fulfillment of all Contract provisions relating to USDA Foods (see section 6.2).

SECTION 17: GENERAL CONTRACT TERMS

- 17.1 No provision of this Contract shall be assigned or subcontracted without prior written consent of the SFA.
- 17.2 This solicitation/Contract, exhibits, and attachments constitute the entire agreement between the SFA and 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 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**
- i. The Selected FSMC and local agency hereby agrees that it will comply with:
 - ii. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.);
 - iii. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.);
 - iv. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
 - v. Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.);
 - vi. 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);
 - vii. Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency." (August 11, 2000);
 - viii. All provisions required by the implementing regulations of the Department of Agriculture (USDA) (7 CFR Part 15 et seq.);
 - ix. Department of Justice Enforcement Guidelines (28 CFR Parts 35, 42 and 50.3);
 - x. 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.

- xi. 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).

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).

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:
 - 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - 2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - 3) 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;
 - 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5) 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
 - 6) 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 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 CFR 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 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 FSMC, its subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable; (ii) failure by the 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 FSMC herein; (iv) any employment actions of any nature or kind including but not limited to, workers compensation, or labor action brought by the FSMC's employees; or (v) any identity breach or infringement of any copyright, trademark, patent, or other intellectual property right.

17.17 In order for the SFA to respond timely and appropriately to the requirements of the Illinois Freedom of Information Act (FOIA) [5 ILCS 140], the Selected FSMC must review all documents required to be provided under this Contract and the exemptions for release under FOIA and, if exemptions are allowed, provide the SFA a redacted copy for release under FOIA, along with the original. The redacted copy shall be marked as "REDACTED", and the Selected FSMC shall reference the specific grounds under FOIA or other law or rule supporting the specific redaction request to exempt certain information. Notwithstanding the foregoing, the SFA may not necessarily be allowed to release *just* the redacted versions. Redactions based on personal privacy and preliminary drafts, by law, must be sent to the State of Illinois Public Access Counselor before a denial to a FOIA request can be made. The SFA will abide by the decisions of the Public Access Counselor.

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.

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 records 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 shall not 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. 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. In the event of any breach of this provision, the Selected FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. The SFA's obligations under this section are subject to, but not limited by, its obligations under the Illinois Open Records Act: Freedom of Information Act (FOIA) 5 ILCS 140. This provision shall survive the termination of the Awarded Contract.
- c. 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
- [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.

This institution is an equal opportunity provider.

Section 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 specifications

- 18.1 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:

- 18.1 Current program regulations require at least 80% of the grains offered in the school lunch and breakfast programs per week to be whole grain-rich, based on ounce equivalents. To meet USDA's whole grain-rich criteria, a product must contain at least 50% whole grains; the other grains must be either enriched, bran, or germ. Any other grain products offered that are not whole grain-rich 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.
- 18.2 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.
 - 18.2.1 Beef must be at least 70:30 lean to fat, preferably 80:20 lean to fat.
 - 18.2.2 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.
 - 18.2.3 For breaded and battered items, all flours must meet the requirements for breads/grains credit and breading/batter must not exceed 30 percent of the weight of the finished product.
 - 18.2.4 For sausage patties, the maximum fat allowed is 50 percent by weight; industry standard of 38 to 42 percent fat preferred.
- 18.3 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.
- 18.4 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.
- 18.5 All fish must have been inspected by the United States Department of Commerce (USDC) and meet minimum flesh and batter/breading requirements for a 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.
- 18.6 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.
- 18.7 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.
- 18.8 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.
- 18.9 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.
- 18.10 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.
- 18.11 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.
- 18.12 Meals and food items must be stored and prepared under properly controlled temperatures and in accordance with all applicable health and sanitation regulations.
- 18.13 All fruit and vegetables juices must be pasteurized 100 percent fruit and/or vegetable juice.
- 18.14 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.
- 18.15 All food items must adhere to the sodium target levels 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.
- 18.16 Nutrition labels or manufacturer specifications must indicate zero grams of trans fat per serving for all foods.

18.17 Currently, schools must offer fat-free and/or low-fat (1%) unflavored fluid milk as part of school breakfasts and lunches. Schools may also offer fat-free and/or low-fat (1%) flavored fluid milk as an option. Either option can be sold as a competitive beverage, which is a drink sold to students on school grounds during the school day, on top of what's already provided as part of their school meal. All fluid milk must adhere to the fluid milk requirements 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.

SECTION 19:USDA MEAL PATTERN AND NUTRITIONAL STANDARDS

**Nutrition Standards in the National School Lunch and School Breakfast Programs
as of April 2023**



	Breakfast Meal Pattern			Lunch Meal Pattern		
	Grades K-5	Grades 6-8	Grades 9-12	Grades K-5	Grades 6-8	Grades 9-12
Meal Pattern	Amount of Food^a Per Week (Minimum Per Day)					
Fruits (cups) ^{b,c}	5 (1)	5 (1)	5 (1)	2½ (½)	2½ (½)	5 (1)
Vegetables (cups) ^{b,c}	0	0	0	3¼ (¾)	3¼ (¾)	5 (1)
Dark green ^d	0	0	0	½	½	½
Red/Orange ^d	0	0	0	¾	¾	1¼
Beans/Peas (Legumes) ^d	0	0	0	½	½	½
Starchy ^d	0	0	0	½	½	½
Other ^{d,e}	0	0	0	½	½	¾
Additional Veg to Reach Total ^f	0	0	0	1	1	1½
Grains (oz eq) ^g	7-10 (1)	8-10 (1)	9-10 (1)	8-9 (1)	8-10 (1)	10-12 (2)
Meats/Meat Alternates (oz eq)	^h	^h	^h	8-10 (1)	9-10 (1)	10-12 (2)
Fluid milk (cups) ⁱ	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)
Other Specifications: Daily Amount Based on the Average for a 5-Day Week						
Min-max calories (kcal) ^{j,k}	350-500	400-550	450-600	550-650	600-700	750-850
Saturated fat (% of total calories)	< 10	< 10	< 10	< 10	< 10	< 10
Sodium (mg) ^l	≤ 540	≤ 600	≤ 640	≤ 1,110	≤ 1,225	≤ 1,280
Trans fat	Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving.					

- Food items included in each food group and subgroup and amount equivalents. Minimum creditable serving of fruit and vegetables is ½ cup. Minimum creditable serving of grain and meat/meat alternate is 0.25 oz eq.
- 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% full-strength.
- At breakfast, schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Vegetables may be substituted for fruits, but the first 2 cups per week of any substitution must be from the dark green, red/orange, beans/peas (legumes), or "other vegetable" subgroups as defined in §210.10(c)(2)(iii).
- Larger amounts of these vegetables may be served.
- This category consists of "Other vegetables" as defined in §210.10(c)(2)(iii)(E). For the purposes of the NSLP, the "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in §210.10(c)(2)(iii).
- Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.
- At least 80 percent of grains offered weekly must meet the whole grain-rich criteria specified in FNS guidance, and the remaining grain items offered must be enriched.
- There is no separate meat/meat alternate component in the SBP. In SBP, schools may substitute 1 oz eq of meat/meat alternate for 1 oz eq of grains after the minimum daily grains requirement is met.
- All fluid milk must be fat-free (skim) or low fat (1% fat or less). Milk may be flavored or unflavored, provided that unflavored milk is offered at each meal service.
- The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).
- Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.
- Beginning July 1, 2023 (SY 2023-2024) Sodium Interim Target 1A will take effect for the NSLP.

Food and Nutrition Service, United States Department of Agriculture

Vegetable Subgroups

Listed below are samples of commonly eaten vegetables found in each of the required vegetable subgroups. The list is not all-inclusive.

<p>Dark Green Vegetables</p> <ul style="list-style-type: none"> ▪ bok choy ▪ broccoli ▪ collard greens ▪ dark green leafy lettuce ▪ kale ▪ mesclun ▪ mustard greens ▪ romaine lettuce ▪ spinach ▪ turnip greens ▪ watercress 	<p>Beans and Peas*</p> <ul style="list-style-type: none"> ▪ black beans ▪ black-eyed peas (mature, dry) ▪ garbanzo beans (chickpeas) ▪ kidney beans ▪ lentils ▪ navy beans ▪ pinto beans ▪ soy beans ▪ split peas ▪ white beans
<p>Starchy Vegetables</p> <ul style="list-style-type: none"> ▪ cassava ▪ corn ▪ fresh cowpeas, field peas, or black-eyed peas (not dry) ▪ green bananas ▪ green peas ▪ green lima beans ▪ plantains ▪ potatoes ▪ taro ▪ water chestnuts 	<p>Other Vegetables</p> <ul style="list-style-type: none"> ▪ artichokes ▪ asparagus ▪ avocado ▪ bean sprouts ▪ beets ▪ Brussels sprouts ▪ cabbage ▪ cauliflower ▪ celery ▪ cucumbers ▪ eggplant ▪ green beans
<p>Red & Orange Vegetables</p> <ul style="list-style-type: none"> ▪ acorn squash ▪ butternut squash ▪ carrots ▪ hubbard squash ▪ pumpkin ▪ red peppers ▪ sweet potatoes ▪ tomatoes ▪ tomato juice 	<p>Other Vegetables (continued)</p> <ul style="list-style-type: none"> ▪ green peppers ▪ iceberg (head) lettuce ▪ mushrooms ▪ okra ▪ onions ▪ parsnips ▪ turnips ▪ wax beans ▪ zucchini

*For more information on Beans and Peas, refer to <http://www.choosemyplate.gov/food-groups/vegetables-beans-peas.html>

EXHIBIT A: GRAIN REQUIREMENT FOR CHILD NUTRITION PROGRAMS^{1,2}

Color Key: **Footnote 5 = Blue**, **Footnote 3 or 4 = Red**

Some of the following foods, or their accompaniments, may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

GROUP A	Ounce Equivalent (Oz Eq) for Group A	Minimum Serving Size for Group A
<ul style="list-style-type: none"> Breading-Type Coating Bread Sticks (<i>hard</i>) Chow Mein Noodles Savory Crackers (<i>saltines and snack crackers</i>) Croutons Pretzels, (<i>hard</i>) Stuffing, (<i>dry</i>) Note: weights apply to bread in stuffing. 	1 oz eq = 22 gm or 0.8 oz ¾ oz eq = 17 gm or 0.6 oz ½ oz eq = 11 gm or 0.4 oz ¼ oz eq = 6 gm or 0.2 oz	1 serving = 20 gm or 0.7 oz ¾ serving = 15 gm or 0.5 oz ½ serving = 10 gm or 0.4 oz ¼ serving = 5 gm or 0.2 oz
GROUP B	Oz Eq for Group B	Minimum Serving Size for Group B
<ul style="list-style-type: none"> Bagels Batter type Coating Biscuits Breads – all (i.e. <i>white, wheat, whole wheat, French, Italian</i>) Buns (<i>hamburger and hot dog</i>) Sweet Crackers⁵ (<i>graham crackers – all shapes, animal crackers</i>) Egg Roll Skins English Muffins Pita Bread Pizza Crust Pretzels (<i>soft</i>) Rolls Tortillas Tortilla Chips Taco Shells 	1 oz eq = 28 gm or 1.0 oz ¾ oz eq = 21 gm or 0.75 oz ½ oz eq = 14 gm or 0.5 oz ¼ oz eq = 7 gm or 0.25 oz	1 serving = 25 gm or 0.9 oz ¾ serving = 19 gm or 0.7 oz ½ serving = 13 gm or 0.5 oz ¼ serving = 6 gm or 0.2 oz
GROUP C	Oz Eq for Group C	Minimum Serving Size for Group C
<ul style="list-style-type: none"> Cookies³ (<i>plain – includes vanilla wafers</i>) Cornbread Corn Muffins Croissants Pancakes Pie Crust (<i>dessert pies³, cobbler³, fruit turnover⁴, and meat/meat alternate pies</i>) Waffles 	1 oz eq = 34 gm or 1.2 oz ¾ oz eq = 26 gm or 0.9 oz ½ oz eq = 17 gm or 0.6 oz ¼ oz eq = 9 gm or 0.3 oz	1 serving = 31 gm or 1.1 oz ¾ serving = 23 gm or 0.8 oz ½ serving = 16 gm or 0.6 oz ¼ serving = 8 gm or 0.3 oz
GROUP D	Oz Eq for Group D	Minimum Serving Size for Group D
<ul style="list-style-type: none"> Doughnuts⁴ (<i>cake and yeast raised, unfrosted</i>) Cereal bars, breakfast bars, granola bars⁴ (<i>plain</i>) Muffins (<i>all, except corn</i>) Quick Breads Sweet Roll, Sticky Buns, Cinnamon Rolls, Danish Pastries, Caramel Rolls⁴ (<i>unfrosted</i>) Toaster Pastry⁴ (<i>unfrosted</i>) 	1 oz eq = 55 gm or 2.0 oz ¾ oz eq = 42 gm or 1.5 oz ½ oz eq = 28 gm or 1.0 oz ¼ oz eq = 14 gm or 0.5 oz	1 serving = 50 gm or 1.8 oz ¾ serving = 38 gm or 1.3 oz ½ serving = 25 gm or 0.9 oz ¼ serving = 13 gm or 0.5 oz

Effective October 1, 2017

This institution is an equal opportunity provider

Form updated June 2022

GROUP E	Oz Eq for Group E	Minimum Serving Size for Group E
<ul style="list-style-type: none"> Cereal bars, breakfast bars, granola bars⁴ (with nuts, dried fruit, and/or chocolate pieces) Cookies³ (with nuts, raisins, chocolate pieces and/or fruit purees) Doughnuts⁴ (cake and yeast raised, frosted or glazed) French Toast Sweet Roll, Sticky Buns, Cinnamon Rolls, Danish Pastries, Caramel Rolls⁴ (frosted) Toaster Pastry⁴ (frosted) 	1 oz eq = 69 gm or 2.4 oz ¼ oz eq = 52 gm or 1.8 oz ½ oz eq = 35 gm or 1.2 oz ¾ oz eq = 18 gm or 0.6 oz	1 serving = 63 gm or 2.2 oz ¼ serving = 47 gm or 1.7 oz ½ serving = 31 gm or 1.1 oz ¾ serving = 16 gm or 0.6 oz
GROUP F	Oz Eq for Group F	Minimum Serving Size for Group F
<ul style="list-style-type: none"> Cake³ (plain, unfrosted) Coffee Cake⁴ 	1 oz eq = 82 gm or 2.9 oz ¼ oz eq = 62 gm or 2.2 oz ½ oz eq = 41 gm or 1.5 oz ¾ oz eq = 21 gm or 0.7 oz	1 serving = 75 gm or 2.7 oz ¼ serving = 56 gm or 2 oz ½ serving = 38 gm or 1.3 oz ¾ serving = 19 gm or 0.7 oz
GROUP G	Oz Eq for Group G	Minimum Serving Size for Group G
<ul style="list-style-type: none"> Brownies³ (plain) Cake³ (all varieties, frosted) 	1 oz eq = 125 gm or 4.4 oz ¼ oz eq = 94 gm or 3.3 oz ½ oz eq = 63 gm or 2.2 oz ¾ oz eq = 32 gm or 1.1 oz	1 serving = 115 gm or 4 oz ¼ serving = 86 gm or 3 oz ½ serving = 58 gm or 2 oz ¾ serving = 29 gm or 1 oz
GROUP H	Oz Eq for Group H	Minimum Serving Size for Group H
<ul style="list-style-type: none"> Cereal Grains (barley, quinoa, etc.) Breakfast Cereals (cooked)^{6,7} Bulgur or cracked wheat Corn Grits Macaroni (all shapes) Noodles (all varieties) Pasta (all shapes) Ravioli (noodle only) Rice 	1 oz eq = ½ cup cooked or 1 ounce (28 gm) dry	1 serving = ½ c cooked or 25 gm or 0.9 oz dry ¼ serving = ¼ c cooked or 19 gm or 0.7 oz dry ½ serving = ¼ c cooked or 13 gm or 0.5 oz dry ¾ serving = 2 T cooked or 6 gm or 0.2 oz dry
GROUP I	Oz Eq for Group I	Minimum Serving Size for Group I
<ul style="list-style-type: none"> Ready to eat breakfast cereal (cold, dry)^{6,7} 	1 oz eq = 1 cup or 1 ounce for flakes and rounds 1 oz eq = 1.25 cups or 1 ounce for puffed cereal 1 oz eq = ¼ cup or 1 ounce for granola	1 serving = ¼ c or 1 oz, whichever is less ½ serving = ½ c or 0.5 oz, whichever is less

¹In the NSLP and SBP (grades K-12), at least eighty percent of the weekly grains offered must meet the whole grain-rich criteria and the remaining grain items offered must be made from whole-grain flour, whole-grain meal, corn masa, masa harina, hominy, enriched flour, enriched meal, bran, germ, or be an enriched product, such as enriched bread, or a fortified cereal. Please note: State agencies have the discretion to set stricter requirements than the minimum nutrition standards for school meals. For additional guidance, please contact your State agency. For all other Child Nutrition Programs, grains must be made from whole-grain flour, whole-grain meal, corn masa, masa harina, hominy, enriched flour, enriched meal, bran, germ, or be an enriched product, such as enriched bread, or a fortified cereal. Under the CACFP child and adult meal patterns, and in the NSLP/SBP preschool meals, at least one grains serving per day must meet whole grain-rich criteria.

²For the NSLP and SBP (grades K-12), grain quantities are determined using ounce equivalents (oz eq). All other Child Nutrition Programs determine grain quantities using grains/breads servings. Beginning Oct. 1, 2021, grain quantities in the CACFP and NSLP/SBP infant and preschool meals will be determined using oz eq. Some of the following grains may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

³Allowed in NSLP (up to 2.0 oz eq grain-based dessert per week in grades K-12) as specified in §210.10 and at snack service in SFSP. Considered a grain-based dessert and cannot count towards the grain component in CACFP or NSLP/SBP preschool meals as specified in §§226.20(a)(4) and 210.10.

⁴Allowable in NSLP (up to 2.0 oz eq grain-based dessert per week for grades K-12) as specified in §210.10. May count towards the grain component in SBP (grades K-12) and at snack and breakfast meals in SFSP. Considered a grain-based dessert and cannot count towards the grain component in the CACFP and NSLP/SBP preschool meals as specified in §§226.20(a)(4) and 210.10.

⁵Allowed in NSLP (up to 2.0 oz eq grain-based dessert per week in grades K-12) as specified in §210.10. May count towards the grain component in SBP (grades K-12), CACFP, NSLP/SBP preschool meals, and SFSP.

⁶Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP; breakfast served in the SBP, and meals served to children ages 1 through 5 in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.

⁷In the NSLP and SBP, cereals must list a whole grain as the first ingredient and be fortified, or if the cereal is 100 percent whole grain, fortification is not required. For CACFP and SFSP, cereals must be whole-grain, enriched, or fortified; cereals served in CACFP and NSLP/SBP preschool meals must contain no more than 6 grams of sugar per dry ounce.

SECTION 20: INSURANCE REQUIREMENTS

- 20.1 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.
- 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 \$10,000,000 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. **North Shore School District 112**, the Board of Education, and the staff of District 112 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 21: BIDDER RESPONSIBILITY AND BID RESPONSIVENESS EVALUATION CRITERIA

It is the purpose of this document to give direction to bidders so that as complete data as possible can be obtained from each prospective company meeting the bid specifications and criteria. This will enable the SFA to determine which company (if any) is able to serve all criteria, which are considered in this invitation for bid.

Bid Responsibility and Bid Responsiveness Criteria

Bidder Responsibility and Bid Responsiveness Criteria	Minimum Standard(s) To Demonstrate Compliance	Evidence/Document(s) Required To Demonstrate Compliance
Financial Stability of Bidder	The bidder must demonstrate five years of profitable financial performance with no evidence of bankruptcy for the past ten years. Provide a five percent bid bond and a performance bond.	Provide copies of audited or reviewed company financial statements for the five most recent consecutive years. Provide a bid bond for 5% of the estimated amount bid. Provide a letter of surety from the US Department of Treasury approved surety indicating the ability to provide a performance bond for 20% of the estimated annual contract.
Insurance Requirements	The bidder shall have in place the insurance coverages as required in the bid document.	FSMC shall include with their bid a certificate of insurance showing that the required insurance coverages and amounts are currently in effect.
Operational Plans	<p>The bidder shall have available marketing, promotional, and communications programs which meet the district requirements and the requirements of the NSLP and:</p> <ul style="list-style-type: none"> -Encourage students to make healthy choices -Communicate the importance of good nutritional habits. -Support District 112’s Wellness Program. -Encourages the consumption of fresh fruits and vegetables. -Provides age-appropriate marketing and promotions. <p>The bidder has not been involved in a food safety/public health issue</p>	<p>Provide examples of the marketing programs to similar districts. Provide samples of promotional programs with the implementation schedule. Provide communications samples including web pages and printed materials.</p> <p>Provide a detailed description of the place, nature of the occurrence, and outcome of any investigations regarding public health/food safety that has involved the bidder.</p>

	<p>that threatened student/staff health or safety in the past five years.</p> <p>The bidder shall demonstrate the ability to communicate effectively with students, parents, staff, and administration; and must have the ability to make menus accessible on the internet.</p>	
Nutritional/Wellness Programs	<p>The bidder must be able to provide nutritional analysis of menus and products.</p> <p>The bidder must have nutritional programs which meet the requirements of the NSLP, encourage students to make healthy choices and demonstrate the ability to comply with all aspects of North Shore School District 112's Wellness Program.</p> <p>No pre-plated, pre-packaged, or commissary prepared meals of any kind may be used. All meals must be produced in the kitchen at District 112. No meals from a separate school and/or district, outside kitchen, or commissary will be acceptable.</p>	<p>Provide a nutritional analysis of a sample monthly menu for breakfast and lunch. Indicate how your company provides ingredient, nutritional, and allergy information on the products utilized.</p> <p>Provide documentation of the nutritional education programs and nutritional support materials available from the bidder.</p>
Bidder Experience/References	<p>The bidder must have a minimum of five years' experience serving NSLP meals in K-8 public school districts. The bidder must be able to show a minimum of 100% usage of USDA Commodities for the 2023-2024 school year for a minimum of five current accounts.</p> <p>Within the past five years, the bidder must have served at least five school districts participating in the NSLP</p>	<p>Provide a complete list of all current public-school clients with contact name, phone number, and year service began, and the usage percentage in the 2023-2024 school year for all current accounts.</p> <p>Indicate which clients operate in the NSLP and serve in excess of 150,000 breakfast and lunch meals annually. Provide sample monthly breakfast and lunch menus from three of these clients that operate on-site production in multiple building locations.</p> <p>Provide references from a minimum of five school districts operating in the NSLP</p>

	<p>which operate on-site programs with two or more production sites that serve in excess of 150,000 annual meals for lunch and breakfast.</p> <p>Meals must be freshly prepared each day, no pre-packaged meals or commissary prepared meals of any kind may be used.</p> <p>District 112 reserves the right to contact current clients to insure acceptable quality and service standards.</p> <p>Provide a list of all clients where services have been discontinued for the past five years. Indicate any contracts that have been canceled mid-year and the reason for doing so.</p> <p>Provide a list of the top five suppliers for your company.</p>	<p>where freshly prepared meals are served in multiple building locations daily.</p> <p>The bidder must have favorable references from clients contacted. SFA will investigate references prior to award of bid.</p> <p>Contracts lost may not have been for cause, such as student safety, quality of service, or financial impropriety. No contracts should be canceled mid-year without reasonable cause. The bidder must pay their suppliers on a timely basis.</p>
<p>Food Service Director</p>	<p>The candidate must meet the requirements for the new USDA professional standards and have a minimum of three years' experience as the Food Service Manager (Spanish-speaking preferred) in a school district that operated in the NSLP for breakfast and lunch, serves in excess of 150,000 meals annually, operates multiple kitchen facilities, and has been employed by the FSMC for a minimum of two years. The Food Service Director is a full-time employee, exclusively devoted to serving District 112. Part-time or shared management is not acceptable.</p>	<p>Provide resume and work experience of Food Service Manager Candidate. District 112 reserves the right to interview and approve the prospective candidate.</p>

Support Staff	The bidder shall employ sufficient support services staff to meet the requirements of the district. District 112 requires that this include both a District Manager and a Registered Dietician with a minimum of five years' experience in K-8 NSLP food service industry, and who has worked in that capacity as full-time employee for a minimum of 1 ½ years in their current company.	Provide resumes for the District Manager and Registered Dietician. These individuals must be available to the district on an as-needed basis.
Employee Training and Development	The FSMC shall provide training programs for all levels of employees: annual training of civil rights, sexual harassment, and bloodborne pathogens. Quarterly training to include Safety, slips/trips/falls, cleanliness, sanitation, marketing and health standards.	Provide an outline of training programs and the schedule for implementation for all levels of employees. Clearly, indicate the topics to be covered during the first year of operations.
Employee Compensation	<p>The bidder shall provide compensation for employees as required in Exhibit G of the bid document. Employee benefits must be comparable to or better than those currently provided.</p> <p>The FSMC shall provide uniforms at no cost to the employees to include a minimum of 2 shirts, 2 aprons, and appropriate head covering.</p>	<p>The bid must include a detailed staffing schedule including employee positions, wages, hours, and locations. A detailed benefit plan including all information required in the bid document must be included.</p> <p>Indicate the uniforms to be provided.</p>
Legal	District 112 requires that the bidder must have no significant legal issues that could affect company operations or any legal issues involving school districts for the past five years.	Provide a complete and detailed description of all pending legal actions, all judgment's rendered, or any settlements made involving school districts during the past five years. Detail any State or Federal investigations of your company.
Sanitation and Safety	The bidder has not been involved in a food safety/public health issue that threatened student/staff health or safety in the past five years.	Provide a detailed description of the place, nature of the occurrence, and outcome of any investigations regarding public health/food safe that has involved the bidder.

	<p>The bidder must demonstrate consistent scores of 90 or above on health inspections for at least one district of similar size and complexity as District 112.</p> <p>The bidder must demonstrate a high standard of operations concerning hot and cold food temperature control, maintaining proper temperatures and sanitation during satellite operations, presentation, and storage of foods, staff personal hygiene, and kitchen cleanliness.</p>	<p>Include copies of the board of health inspections for a minimum two year period for the same district that meets the size requirement.</p> <p>SFA may investigate similar sites prior to award of bid.</p>
Biodegradable Products	<p>The bidder must have the ability to supply biodegradable products in the form of 5-compartment trays.</p>	<p>Provide actual samples of 10x8 inch biodegradable 5-compartment trays that you propose to use in the district. These trays would need to be Non-absorbent, 100% compostable, 100% natural, and BPI certified.</p>
Greenhouse Experience	<p>The bidder must have experience with utilizing and maintain food production with an on-site greenhouse.</p>	<p>Provide a list of current clients that your company maintains and produces food served to the students from an on-site greenhouse. Include the name of the school and/or school district, contact person name and phone number, and a summary of what is maintained and produced at the greenhouse that is served to the students.</p>

SECTION 22: BID SUMMARY

The SFA shall insert the Projected Annual Units and the Bidder 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 the Bid. The Bidder 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 FIXED PRICE PER MEAL RATE AND CALCULATED AS IF NO USDA COMMODITIES WILL BE RECEIVED

	Projected Annual Units	Rate Per Unit	Estimated Total**
<u>School Nutrition Programs (SNP)/ Seamless Summer Option (SSO)</u>			
Reimbursable Breakfasts with Milk	<u>16,564</u>	_____	_____
Reimbursable Lunches with Milk*	<u>107,398</u>	_____	_____
Reimbursable After-School Snacks	<u>0</u>	_____	_____
Special Milk Program (SMP)	<u>29,419</u>	_____	_____
Fresh Fruit and Vegetable Program	<u>0</u>	_____	_____
A la Carte Equivalents Fee*	<u>107,398</u>	_____	_____
Management Fee per School Meal __(breakfast and lunch only)	<u>0</u>	_____	_____

Total Estimated Amount of Bid** \$ _____

*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.

Name of Bidder

Street Address

City

State

Zip Code

By submission of this bid, the bidder certifies that, in the event the bidder receives an award under this solicitation, the bidder 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 Bidder

Title

Signature of School Food Authority	Title	Date Signed <i>Mo./Day/Yr.</i>
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NOTE: Accepting a Bidder's Bid does not constitute award of the contract.

SECTION 24: BID AGREEMENT

FSMC
Complete section below.

THE UNDERSIGNED HEREBY OFFERS to provide the services of an FSMC as specified in this Bid for the period of (SFA **August 1, 2024**) and ending (July 30, 2025). 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 Bids, and that this Bid may not be withdrawn during a period of sixty (60) days from the time of opening of the Bid.

FURTHERMORE, I CERTIFY that, consistent with section 2 of this IFB, I have not exchanged any gratuities, favors, nor anything of monetary value with the SFA, and this Bid is made without prior understanding, agreement, or connection with any other Bidder submitting a Bid 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 IFB and certify that I am authorized to sign the IFB for the Bidder.

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>	

SFA
Complete section below.

Awarding of the Contract

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

The undersigned hereby accepts Bidder’s services of an FSMC as specified in this Bid for the period of (SFA **August 1, 2024**) and ending (**July 30, 2025**). 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 2 of this IFB, I have not received any gratuities, favors, nor anything of monetary value with the FSMC, and this Bid is made without prior understanding, agreement, or connection with any other Bidder submitting a Bid 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 IFB and certify that I am authorized to sign the IFB 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 Area Code/No.	FAX Area Code/No.

SECTION 25: BID CERTIFICATIONS

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

ILLINOIS STATE BOARD OF EDUCATION
100 North First Street
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.

ILLINOIS STATE BOARD OF EDUCATION
100 North First Street
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.

Organization Name

PR/Award Number or Project Name

Name of Authorized Representative

Title

Original Signature of Authorized Representative

Date

ILLINOIS STATE BOARD OF EDUCATION
 100 North First Street
 Springfield, IL 62777-0001

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.

ILLINOIS STATE BOARD OF EDUCATION
100 North First Street
Springfield, Illinois 62777-0001

CONTINUATION SHEET
DISCLOSURE OF LOBBYING ACTIVITIES

REPORTING ENTITY

SECTION 26: EXHIBITS

Exhibit A-1: School/Site Data Form

Exhibit A-1: School/Site Data Form

Data based on School Year 2023-2024

Site or School Name	Breakfast			Lunch			Adult/Staff Meals	After-school Snack	SSO	SMP	FFVP	SFSP	CACFP	Catering	Vending
	Meal	Offer Versus Serve	A la Carte sales	Meal	Offer Versus Serve	A La Carte Sales									
Braeside School	<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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edgewood School	<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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indian Trail School	<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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Northwood School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oak Terrace School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ravinia School	<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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Red Oak School	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>
Sherwood School	<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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wayne Thomas School	<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"/>	<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"/>

SSO= Seamless Summer Option
 SMP= Special Milk Program
 FFVP= Fresh Fruit and Vegetable Program
 SFSP= Summer Food Service Program
 CACFP= Child and Adult Care Food Program

Exhibit A-2: School/ Site Average Daily Participation

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

Data based on School Year 2023-2024

School/Site Name	Enrollment	Number of Approved Students			Projected Reimbursable BREAKFAST Meals			Total Site BREAKFAST ADP	Projected Reimbursable LUNCH Meals			Total Site LUNCH ADP	A la Carte Sales	Projected Reimbursable Afterschool Snacks			Total Site Afterschool Snack ADP
		Free	Reduced	Paid	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	
Braeside School	276	9	2	265	0	0	0	0	6	0	0	6	\$0.00	0	0	0	0
Edgewood School	653	70	9	574	0	0	0	0	4	0	0	4	\$0.00	0	0	0	0
Indian Trail School	474	44	6	424	0	0	0	0	8	0	0	8	\$0.00	0	0	0	0
Northwood School	529	163	60	306	26	6	4	36	107	33	72	212	\$40,621.40	0	0	0	0
Oak Terrace School	611	245	62	304	20	3	6	29	130	28	54	212	\$406.75	0	0	0	0
Ravinia School	276	15	3	258	0	0	0	0	2	0	0	2	\$0.00	0	0	0	0
Red Oak School	210	69	17	124	22	5	18	45	49	12	53	114	\$778.05	0	0	0	0
Sherwood School	371	34	5	332	0	0	0	0	12	0	0	12	\$0.00	0	0	0	0
Wayne Thomas School	430	32	37	361	0	0	0	0	9	0	0	9	\$0.00	0	0	0	0
Total	3830	681	201	2948	68	14	28	110	327	73	179	579	\$41,806.20	0	0	0	0

Exhibit A-3: School/ Site Meal Service Information

Exhibit A-3: School/Site Meal Service Information Form- SNP

Data based on School Year 2023-2024

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	Snack	
Braeside School	150 Pierce Road Highland Park, IL 60035	K-5th	No	Satellite receiving school	2	N/A	11:50 AM - 12:15 PM 12:15 PM - 12:40 PM	N/A	175
Edgewood School	929 Edgewood Rd. Highland Park, IL 60035	6th-8th	No	Satellite receiving school	3	N/A	11:04 AM - 11:44 AM 11:47 AM - 12:27 PM 12:32 PM - 1:12 PM	N/A	175
Indian Trail School	2075 St. Johns Ave. Highland Park, IL 60035	K-5th	No	Satellite receiving school	2	N/A	11:45 AM - 12:10 PM 12:10 PM - 12:32 PM	N/A	175
Norrrthwood School	945 North Ave. Highland Park, IL 60035	6th-8th	No	On-site preparation	3	7:20 AM - 07:50 AM	11:04 AM - 11:44 AM 11:48 AM - 12:28 PM 12:32 PM - 1:12 PM	N/A	193
Oak Terrace School	240 Prairie Ave. Highwood, IL 60040	PK-5th	No	Satellite receiving school	2	8:25 AM - 8:40 AM	11:50 AM - 12:15 PM 12:15 PM - 12:40 PM	N/A	193
Ravinia School	763 Dean Ave. Highland Park, IL 60035	K-5th	No	Satellite receiving school	2	N/A	11:50 AM - 12:15 PM 12:15 PM - 12:40 PM	N/A	175
Red Oak School	530 Red Oak Ln. Highland Park, IL 60035	K-5th	No	On-site preparation	2	8:30 AM - 8:50 AM	11:50 AM - 12:15 PM 12:15 PM - 12:40 PM	N/A	175
Sherwood School	1900 Stratford Road. Highland Park, IL 60035	K-5th	No	Satellite receiving school	2	N/A	11:45 AM - 12:10 PM 12:10 PM - 12:35 PM	N/A	175
Wayne Thomas School	2939 Summit Ave. Highland Park, IL 60035	K-5th	No	Satellite receiving school	2	N/A	11:50 AM - 12:15 PM 12:15 PM - 12:40 PM	N/A	175

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

[2] Enter yes or no for each location.

[3] Code: 1 - Onsite kitchen; 2 - Prepackaged meals; 3 - Satellite receiving school; 4 - Milk service only; 5 - Other (describe)

Exhibit A-4: Current and Projected Enrollment

Exhibit A-4: Current and Project Enrollment
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School/ Site Name	Current Enrollment	Projected Enrollment		
	2023-2024	2024-2025	2025-2026	2026-2027
Braside School	276	278	280	282
Edgewood Middle School	653	655	657	659
Indian Trail School	474	476	478	480
Northwood Middle School	529	531	533	535
Oak Terrace School	611	613	615	617
Ravinia School	276	278	280	282
Red Oak School	210	212	214	216
Sherwood School	371	373	375	377
Wayne Thomas School	430	432	434	436

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

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

SNP/SSO

For Grade Groups: Kindergarden - 12th Grade

	1	Item	2	Item	3	Item	4	Item	5	Item
G	2 oz.	Mini Pancakes	1 oz.	WG Toast	2 oz.	Egg and Cheese Sandwich	1 oz.	Cereal Bowl	2 oz.	WG Bagel
G or M/MA	1 oz.	Turkey Sausage	2 oz.	Scrambled Eggs			1 oz.	WG Goldfish Graham		
F or V	1/2 c.	Fresh Cantaloupe	1/2 c.	Fresh Grapes	1/2 c.	Fresh Banana	1/2 c.	Orange Wedges	1/2 c.	Fresh Watermelon
F or V	1/2 c.	100% Fruit Juice	1/2 c.	Orange Slices	1/2 c.	100% Apple Juice	1/2 c.	100% Grape Juice	1/2 c.	Fresh Apple
Mik	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice
Condiment		Lite Syrup				Jam				Cream Cheese
	6	Item	7	Item	8	Item	9	Item	10	Item
G	2 oz.	Oatmeal	2 oz.	WG Apple Strudel Pastry	2 oz.	WG Waffles	1 oz.	WG Blueberry Muffin	1 oz.	WG Oatmeal Bar
G or M/MA							1 oz.	Animal Crackers	1 oz.	String Cheese
F or V	1/2 c.	Applesauce	1/2 c.	Fresh Honeydew	1/2 c.	Fresh Cantaloupe	1/2 c.	Fresh Banana	1/2 c.	Fresh Plum
F or V	1/2 c.	Fresh Blueberries	1/2 c.	100% Orange Juice	1/2 c.	100% Apple Juice	1/2 c.	100% Grape Juice	1/2 c.	Fresh Pineapple
Mik	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice
Condiment						Lite Syrup				
	11	Item	12	Item	13	Item	14	Item	15	Item
G	2 oz.	French Toast Sticks	2 oz.	WG Banana Loaf	2oz	Breakfast Pizza	1 oz.	Strawberry Yogurt	1 oz.	WG Toast
G or M/MA							1 oz.	WG Animal Crackers	1 oz.	Scrambled Eggs
F or V	1/2 c.	Applesauce	1/2 c.	Fresh Apple Slices	1/2 c.	Fresh Watermelon	1/2 c.	Orange Wedges	1/2 c.	Fresh Apple
F or V	1/2 c.	Orange Slices	1/2 c.	100% Strawberry Kiwi Juice	1/2 c.	100% Apple Juice	1/2 c.	100% Grape Juice	1/2 c.	Orange Slices
Mik	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice	1 c.	Milk Choice
Condiment		Lite Syrup								
	16	Item	17	Item	18	Item	19	Item	20	Item
G	2 oz.	WG Granola Bar	2 oz.	WG Toast	2 oz.	Blueberry Waffles	1 oz.	Cereal Bowl	2 oz.	WG Glazed Donut
G or M/MA			1 oz.	Hard Boiled Egg			1 oz.	WG Graham Crackers		
F or V	1/2 cup	Fresh Watermelon	1/2 c.	Apple Slices	1/2 c.	Fresh Plum	1/2 c.	Fresh Grapes	1/2 c.	Pineapple
F or V	1/2 c.	Fresh Banana	1/2 c.	100% Orange Juice	1/2 c.	100% Apple Juice	1/2 c.	100% Grape Juice	1/2 c.	Fresh Orange Wedges
Mik	1 c.	Milk Choice	1 cup	Milk Choice	1 cup	Milk Choice	1 cup	Milk Choice	1 cup	milk choice
Condiment						Lite Syrup				
	21	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	2 oz.	Mini Pancakes								
G or M/MA	1 oz.	Turkey Sausage								
F or V	1/2 c.	Fresh Honeydew								
F or V	1/2 c.	100% Orange Juice								
Mik	1 c.	Milk Choice								
Condiment		Lite Syrup								

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

SNP

For Grade Groups: Kindergarden - 8th Grade

	Dark Green	Red Orange	Beans/Peas	Starchy	Other
	1	2	3	4	5
	Item	Item	Item	Item	Item
M/MA	2 oz. Grilled Chicken	2 oz. Meatballs	2 oz. Cheese Pizza	2 oz. Chicken Tenders	2 oz. Cheese Quesadilla
G	2 oz. Brown Rice	2 oz. WG Spaghetti	2 oz. WG Pizza Crust	2 oz. WG Dinner Roll	2 oz. WG Tortilla
F	1/2 c. Fresh Apple	1/2 c. Fresh Cantaloupe	1/2 c. Orange Slices	1/2 c. Fresh Strawberries	1/2 c. Fresh Red Grapes
V	1/2 cup Baby Carrots	1/2 cup Green Peas	1/2 cup Fresh Broccoli	1/2 cup Tator Tots	1/2 cup Black Beans
V	1/2 cup Celery Sticks	1 C Lettuce Salad	1/2 cup Bean Salad	1/2 cup Fresh Cucumbers	1/2 cup Grape Tomatoes
Condiment	FF Ranch	FF Ranch		BBQ Sauce	
	6	7	8	9	10
	Item	Item	Item	Item	Item
M/MA	2 oz. Bean & Cheese Burrito	2 oz. Chicken Nuggets	2 oz. Cheeseburger	2 oz. Beef Nachos	2 oz. Grilled Cheese
G	2 oz. Tortilla	2 oz. WG Dinner Roll	2 oz. WG Bun	2 oz. WG Tortilla Chips	2 oz. WG Bread Slices
F	1/2 c. Mixed Berries	1/2 c. Fresh Pineapple	1/2 c. Fresh Apple Slices	1/2 c. Cantaloupe Wedges	1/2 c. Fresh Watermelon
V	1 cup Spinach Salad	1/2 cup French Fries	1/2 cup Steamed Broccoli	1/2 cup Corn	1/2 cup 1/2 cup Baked Beans
V	1/2 cup Baby Carrots	1/2 cup Green Beans	1/2 cup Fresh Cucumbers	1/2 cup Black Beans	1/2 cup Grape Tomatoes
Condiment	FF Dressing/ Rach	BBQ Sauce	Ketchup	Salsa/ Sour Cream	
	11	12	13	14	15
	Item	Item	Item	Item	Item
M/MA	2 oz. Ground Beef (Sloppy Joe)	2 oz. Turkey Sausage	2 oz. Grilled Chicken	2 oz. 3 Cheese Cavatappi	2 oz. BBQ Rib Sandwich
G	2 oz. Bun	2 oz. Mini WG Pancakes	2 oz. Bun	2 oz. WG Pasta	2 oz. WG Bun
F	1/2 c. Watermelon	1/2 c. Fresh Banana	1/2 c. 1/2 cup Apple Slices	1/2 c. Orange Wedges	1/2 c. Applesauce
V	1/2 cup Corn	1/2 cup Tator Tots	1/2 cup 1/2 cup Sweet Potato	1/2 cup Hummus	1 c. Romaine
V	1/2 cup Coleslaw	1/2 cup Steamed Carrots	1/2 cup Broccoli	1/2 cup Fresh Celery	1/2 cup Black Beans
Condiment		Lite Syrup	BBQ Sauce		FF Dressing
	16	17	18	19	20
	Item	Item	Item	Item	Item
M/MA	2 oz. Macaroni and Cheese	2 oz. Teriyaki Chicken	2 oz. Pulled Pork (BBQ)	2 oz. Sloppy Joe Sandwich	2 oz. Pepperoni Pizza
G	2 oz. WG Elbow Macaroni	2 oz. Brown Rice	2 oz. Bun	2 oz. WG Bun	2 oz. WG Pizza Crust
F	1/2 c. Fresh Cantaloupe	1/2 c. Fresh Watermelon	1/2 c. Fresh Apple Slices	1/2 c. Fresh Pineapple	1/2 c. Fresh Grapes
V	1/2 cup 1/4 cup Tomato Sauce	1/2 cup 1/2 cup Broccoli	1/2 cup 1 cup Spinach Salad	1/2 cup 1/2 cup Baked Beans	1/2 cup 1/2 cup Sweet Potato Fries
V	1/2 cup 1/2 cup Corn	1/2 cup Cauliflower	1/2 cup Black Beans	1/2 cup 1/4 cup Mashed Potatoes	1/2 cup 1/4 cup Green Beans
Condiment			FF Dressing		Mustard
	21	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			
M/MA	2 oz. Beef & Cheese Quesadilla	1 cup milk choice served daily			
G	2 oz. WG Tortilla				
F	1/2 c. Fresh Orange Wedges				
V	1/2 cup Broccoli				
V	1/2 cup Baby Carrots				
Condiment	Salsa & Sour Cream				

Exhibit B-1: SAMPLE 11-DAY CYCLE MENU- Breakfast	SFSP
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For Summer Food Service Program
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	1 Item	2 Item	3 Item	4 Item	5 Item
Grain	WGR Cheerios Cereal	Cinnamon Roll	Frosted Flakes Cereal	Granola Bar	WGR Bagel
Meat/ Meat Alternative					
Fruit or Vegetable	Banana	Berries	Apple	Mixed Fruit	Diced Peaches
Mik	Milk Choice	Milk Choice	Milk Choice	Milk Choice	Milk Choice
	6 Item	7 Item	8 Item	9 Item	10 Item
Grain	Blueberry Muffin	Frosted Cherry Toaster Pastry	English Muffin	Fruit Danish	WGR Honey Kix Cereal
Meat/ Meat Alternative			Cream Cheese		
Fruit or Vegetable	Mixed Fruit	Orange Slices	Blueberries	Apple Slices	Banana
Mik	Milk Choice	Milk Choice	Milk Choice	Milk Choice	Milk Choice
	11 Item	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.			
Grain	Apple Cinnamon Muffin				
Meat/ Meat Alternative					
Fruit or Vegetable	Raspberries				
Mik	Milk Choice				

Exhibit B-1: SAMPLE 11-DAY CYCLE MENU- Lunch	SFSP
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For Summer Food Service Program
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	1 Item	2 Item	3 Item	4 Item	5 Item
Meat/ Meat Alternative	Tuna Salad	Peanut Butter & Jelly	Ham & Cheese Wrap	Chef Salad	Roast Beef & Cheese
Grain	Pita Bread	Enriched Bread Slices	WGR Tortilla Shell	Dinner Roll	Sub Roll
Vegetable	Romaine Lettuce & Tomato	Celery & Carrot Sticks	Cucumber Slices	Romaine Lettuce & Tomato	Lettuce & Tomato
Fruit	Sliced Peaches	Mandarin Oranges	Banana	Cantaloupe	Apple

Mik	Milk Choice	Milk Choice	Milk Choice	Milk Choice	Milk Choice
	6 Item	7 Item	8 Item	9 Item	10 Item
Meat/ Meat Alternative	Turkey & Cheese Sandwich	Chicken Ceasar Salad	Tuna Salad	Turkey Bologna & Cheese	Hummus
Grain	WGR Bread Slice	Dinner Roll	Breadstick	Wheat Bread Slices	Pita Bread
Vegetable	Celery Sticks	Romaine Lettuce & Tomato	Spinach & Tomato	Cucumber Salad	Carrot Sticks
Fruit	Mixed Fruit	Banana	Sliced Peaches	Orange	Watermelon
Mik	Milk Choice	Milk Choice	Milk Choice	Milk Choice	Milk Choice
	11 Item	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.			
Meat/ Meat Alternative	Salami & Cheese Sub				
Grain	Sub Roll				
Vegetable	Lettuce and Tomato				
Fruit	Apple Slices				
Mik	Milk Choice				

Exhibit B-1: SAMPLE 21-DAY CYCLE MENU- Breakfast	CACFP
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For Child and Adult Care Food Program
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	1 Item	2 Item	3 Item	4 Item	5 Item
Grains (or Meat/Meat Alternate no more than 3x/week)	WGR Cheerios	Yogurt	French Toast	Scrambled Eggs	WGR Bagel
Fruit or Vegetable	Banana	Berries	Applesauce	Hash-brown Patty	Diced Peaches
Mik	Milk	Milk	Milk	Milk	Milk
	6 Item	7 Item	8 Item	9 Item	10 Item
Grains (or Meat/Meat Alternate no more than 3x/week)	Blueberry Muffin	Scrambled Eggs	Oatmeal	WGR Toast	WGR Honey Kix Cereal
Fruit or Vegetable	Mixed Fruit	Orange Slices	Blueberries	Apple Slices	Banana
Mik	Milk	Milk	Milk	Milk	Milk
	11 Item	12 Item	13 Item	14 Item	15 Item
Grains (or Meat/Meat Alternate no more than 3x/week)	WGR Pancakes	WGR English Muffin	WGR Rice Krispies Cereal	Yogurt	Cinnamon Raisin Toast
Fruit or Vegetable	Apple sauce	Diced Peaches	Grapes	Peaches	Apple Slices
Mik	Milk	Milk	Milk	Milk	Milk
	16 Item	17 Item	18 Item	19 Item	20 Item
Grains (or Meat/Meat Alternate no more than 3x/week)	Apple Cinnamon Muffin	Cheesy Scrambled Eggs	Waffles	WGR Biscuit & Sausage Gravy	WGR Wheaties Cereal
Fruit or Vegetable	Banana	Avocado Slices	Diced Peaches	Mixed Berries	Mandarin Oranges
Mik	Milk	Milk	Milk	Milk	Milk
	21 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>			
Grains (or Meat/Meat Alternate no more than 3x/week)	Cinnamon Oatmeal				
Fruit or Vegetable	Raspberries				
Mik	Milk				

Exhibit B-1: SAMPLE 21-DAY CYCLE MENU- Lunch	CACFP
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For Child and Adult Care Food Program
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	1 Item	2 Item	3 Item	4 Item	5 Item
Meat/ Meat Alternative	Chicken Nuggets	Meatballs	Beef Taco	Fish Sticks	Cheese Pizza
Grain	Dinner Roll	WGR Spaghetti	WGR Tortilla Shell	WGR Breadstick	Piza Dough
Vegetable	Celery Sticks	Green Beans	Diced Tomatoes	Fresh Broccoli	Peas
Fruit	Strawberries	Mandarin Oranges	Sliced Peaches	Cantaloupe	Mixed Fruit
Mik	Milk	Milk	Milk	Milk	Milk
	6 Item	7 Item	8 Item	9 Item	10 Item
Meat/ Meat Alternative	Chicken Parm	BBQ Pork	Beef Chili	Tuna Salad	Grilled Cheese
Grain	WGR Breadstick	WGR Bun	Cornbread	Pita Bread	WGR Bread
Vegetable	Brussel Sprouts	Corn	Cauliflower	Romaine Lettuce	Peas
Fruit	Pineapple Tidbits	Carrot Sticks	Applesauce	Sliced Peaches	Watermelon
Mik	Milk	Milk	Milk	Milk	Milk
	11 Item	12 Item	13 Item	14 Item	15 Item
Meat/ Meat Alternative	Turkey & Cheese Sandwich	Homemade Mac & Cheese	Sweet & Sour Chicken	Hot Roast Beef	Pepperoni Pizza
Grain	WGR Bread Slice	Macaroni Noodles	Brown Rice	WGR Dinner Roll	WGR Pizza Dough
Vegetable	Celery Sticks	Green Beans	Steamed Broccoli	Mashed Potatoes & Gravy	Cucumber Slices
Fruit	Mixed Fruit	Blackberries	Carrot Sticks	Peas	Sliced Pears
Mik	Milk	Milk	Milk	Milk	Milk
	16 Item	17 Item	18 Item	19 Item	20 Item
Meat/ Meat Alternative	Cheeseburger	Baked Fish	Sloppy Joe	Chicken Fingers	Ham & Cheese Wrap
Grain	WGR Bun	Quinoa	WGR Bun	WGR Breadstick	WGR Tortilla Shell
Vegetable	Baked Tator Tots	Steamed Carrots	Zucchini	Red Pepper Slices	Cucumber Slices
Fruit	Watermelon	Kiwi	Applesauce	Diced Pears	Banana
Mik	Milk	Milk	Milk	Milk	Milk
	21 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>			
Meat/ Meat Alternative	Baked Lasagna				
Grain	WGR Lasagna Noodles				
Vegetable	Green Beans				
Fruit	Apple Slices				
Mik	Milk				

Exhibit B-1: SAMPLE 21-DAY CYCLE MENU- AM/PM Snack	CACFP
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For Child and Adult Care Food Program
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	1 Item	2 Item	3 Item	4 Item	5 Item
Meat/ Meat Alternative Grain Vegetable Fruit Mik	Cheese Slices Saltine Crackeras	Banana Muffin	WGR Graham Crackers Apple Slices	Yogurt Blueberries	Hummus WGR Pita Bread
Meat/ Meat Alternative Grain Vegetable Fruit Mik	6 Item	7 Item	8 Item	9 Item	10 Item
Meat/ Meat Alternative Grain Vegetable Fruit Mik	WGR Goldfish Crackers 100% Cranberry Juice	Peanut Butter Apple Slices	WGR Tortilla Chips Salsa	Graham Crackers Grapes	Cottage Cheese Pineapple Tidbits
Meat/ Meat Alternative Grain Vegetable Fruit Mik	11 Item	12 Item	13 Item	14 Item	15 Item
Meat/ Meat Alternative Grain Vegetable Fruit Mik	Part Skim Mozz Cheese Stick Grapes	Pretzels 100% Apple Juice	Cheese Cubes Apple Slices	Vanilla Yogurt Strawberries	Hummus Carrot/Celery Sticks
Meat/ Meat Alternative Grain Vegetable Fruit Mik	16 Item	17 Item	18 Item	19 Item	20 Item
Meat/ Meat Alternative Grain Vegetable Fruit Mik	Egg Salad Pita Bread	Ham & Cheese WGR Tortilla	 Fruit Kebob Milk	Yogurt Granola	WGR Graham Crackers Milk
Meat/ Meat Alternative Grain Vegetable Fruit Mik	21 Item	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.			
Meat/ Meat Alternative Grain Vegetable Fruit Mik	Rice Cake Fruit Salsa				

Exhibit B-2: Meal Choices and Options

Exhibit B-3: A la Carte Price List



ALA CARTE PRICING:

School Year: 2023-24

Breakfast Meal	\$2.55
Lunch Meal	\$3.55

Bagel - Whole Grain	\$1.50
Bagel w. Cream Cheese	\$2.25
Baked Chips	\$1.50
Bottled Juice- 10 fl oz	\$2.00
Bottled Water - 16.9 oz	\$1.25
Cereal Bar	\$1.50
Entrée Only	\$2.75
Freshly Baked Cookie	\$1.50
Fresh Fruit/Veggie Side	\$1.00
Fruit Snacks	\$1.50
Goldfish Cheddar Crackers	\$1.25
Ice Cream	\$1.50
Izze - 100% Sparkling Juice	\$2.00
Juice Box- 100% Fruit	\$1.00
Milk	\$0.75
Muffin	\$1.50
Pop Tart - Whole Grain	\$1.50
Strudel – Whole Grain	\$1.75
Super Donut – Whole Grain	\$1.75
Switch- 100% Sparkling Juice	\$2.00

Exhibit C: Annual USDA Foods Order

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

Agency Name:	NORTH SHORE SD 112	Beginning PAL Balance:	\$35,815.6800
Agreement Nbr:	34049112002A1		
Contract Nbr:	04902400A2025	PAL Processing Deduction:	\$6,639.3000
		DoD Fresh Fruits & Vegetables Deduction	\$25,000.0000
Representative:	Dr. Michael Lubelfeld	Available for PAL USDA Foods Requests:	\$4,176.3800
Phone Nbr:	(224) 765-3006	Value of USDA Foods Requested:	\$4,109.4277

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	\$63.1110	6/5# LOAVES	N	0	0
A	100012	CHEESE, CHEDDAR R/F SHRED YELLOW	\$63.1110	6/5# BAGS	N	0	0
A	100034	CHEESE, MOZZ LT SHRED FRZ	\$60.1950	30# BOX	N	0	0
A	110396	CHEESE, MOZZ, STRING, 1 OZ STICKS	\$83.3220	360/1 oz sticks	N	0	0
A	110501	MACARONI, WHOLE GRAIN-RICH BLEND	\$54.0080	20# Carton	N	0	0
A	100439	OIL, VEGETABLE	\$45.4839	6/1 GAL BTL	N	0	0
A	110393	PANCAKES, WHOLE GRAIN FRZ	\$13.1447	12# CARTON	N	0	0
A	100396	PEANUT BUTTER, SMOOTH	\$38.0580	6/5# CANS	N	0	0
A	110520	PENNE, WHOLE GRAIN-RICH BLEND	\$54.7960	20# Carton	N	0	0
A	100500	RICE, BROWN, LONG GR, PARBOILED	\$46.0992	24/2# BAGS	N	0	0
A	110506	SPAGHETTI, WHOLE GRAIN-RICH BLEND	\$54.2000	20# Carton	N	0	0
A	110504	ROTINI, WHOLE GRAIN-RICH BLEND	\$58.0700	20# Carton	N	0	0
A	100935	SUNFLOWER SEED BUTTER	\$58.0110	6/5# CANS	N	0	0
A	110394	TORTILLA, WHOLE GRAIN FRZ	\$27.7614	288 1.5 oz TORTILLAS	N	0	0
PAL - Fruits							
A	100206	APPLE SLICES, CND UNSWT	\$44.1246	6/#10 CANS	N	0	0
A	110541	APPLESAUCE, CND, UNSWT	\$29.4548	6/#10 CANS	N	0	0
A	110361	APPLESAUCE CUPS, UNSWT, 96/4.5 OZ	\$22.7880	96/ 4.5 OZ CUPS	Y	50	50
A	100261	APRICOT CUPS, DICED, FRZ, 4.5 OZ	\$45.8383	96/4.5 OZ CUP	N	0	0
A	100216	APRICOTS, DICED, XLT SYRUP, CND	\$48.2517	6/#10 CANS	N	0	0
A	110623	BLUEBERRIES, HIGHBUSH FRZ 12/2.5#	\$40.4280	12/2.5# CARTONS	N	0	0
A	111643	CHERRIES,TART, DRIED INDIVIDUAL PORTION	\$107.6097	250/1.36OZ BAG	Y	5	5
A	110723	CRANBERRIES, DRIED, 300/1.16 oz	\$57.4048	300/1.16oz pkgs	N	0	0
A	110859	MIXED BERRIES, CUP, FRZ	\$43.6776	96/4oz cups	N	0	0
A	100212	MIXED FRUIT, XLT SYRUP, CND	\$42.9737	6/#10 CANS	N	0	0
A	100241	PEACH CUPS, DICED, FRZ, 4.4 OZ	\$44.9222	96/4.4 OZ CUPS	N	0	0
A	100220	PEACHES, CLING, DICED, XLT SYRUP, CND	\$42.5564	6/#10 CANS	N	0	0
A	100219	PEACHES, SLICED, XLT SYRUP, CND	\$42.6557	6/#10 CANS	N	0	0
A	100239	PEACHES, FREESTONE, SLC, FRZ	\$30.9340	20# CARTON	N	0	0
A	100225	PEARS, DICED, XLT SYRUP, CND	\$43.4224	6/#10 CANS	N	0	0
A	100224	PEARS, SLICED, XLT SYRUP, CND	\$48.9563	6/#10 CANS	N	0	0
A	100293	RAISINS, UNSWT 144/1.33 OZ BOXES	\$22.5876	144/1.33 OZ BOXES	N	0	0
A	110846	STRAWBERRIES WHOLE IQF 12/2.5#	\$49.1730	12/2.5# CARTON	N	0	0
A	100256	STRAWBERRY CUPS, DICED, FRZ, 4.5 OZ	\$51.4323	96/4.5 OZ CUPS	N	0	0
A	100254	STRAWBERRIES, SLICED, FRZ	\$44.0850	30# CARTON	N	0	0

PAL - Meats/Alternates

A	100134	BEEF CRUMBLES, COOKED W/SPP	\$149.1520	4/10# PKG.	N	0	0
A	100158	BEEF, FINE GROUND RAW FRZ	\$138.4320	40# CARTON	N	0	0
A	100163	BEEF PATTY LEAN, RAW FRZ 3.1 oz	\$170.2360	40# CARTON	N	0	0
A	110348	BEEF PATTY RAW IQF W/SPP 2.8 oz	\$133.2680	40# CARTON	N	0	0
A	110322	BEEF PATTY W/SPP COOKED HMSTYLE 2.2oz	\$187.7840	40# CARTON	N	0	0
A	100188	HAM, COOKED, DICED, FRZ.	\$104.6160	8/5# PKG	N	0	0
A	100187	HAM, COOKED, SLICED, FRZ.	\$109.4320	8/5# PKG	N	0	0
A	110851	POLLOCK STICKS, BRD FRZ	\$118.2560	40# CASE	N	0	0
A	100173	PORK LEG ROAST, RAW, FRZ	\$78.1920	36-42 LB CTN	N	0	0
A	110730	PORK, UNSEASONED PULLED COOKED FRZ	\$103.1280	8/5# Packages	N	0	0
PAL - Poultry/Eggs							
A	111361	CHICKEN CUT UP, RAW, FRZ	\$72.7600	40 LB Case	N	0	0
A	100101	CHICKEN, DICED, COOKED, FRZ	\$103.4880	40# CARTON	N	0	0
A	100117	CHICKEN, FAJITA STRIPS	\$84.6390	30# CARTON	N	0	0
A	110921	CHICKEN, FILLET, UNBREADED, FRZ	\$84.2700	30# CASE	N	0	0
A	110080	CHICKEN, OVEN ROASTED	\$141.7020	30# CARTON	N	0	0
A	110462	CHICKEN STRIPS, COOKED UNSEASONED	\$76.9680	30# CASE	N	0	0
A	110931	EGG, PATTY, COOKED ROUND, FRZ	\$63.2375	25# CASE	N	0	0
A	100046	EGGS, WHOLE, FROZEN	\$35.7540	6/5# CASE	N	0	0
A	110554	TURKEY BRST, DELI, SLICED, FRZ	\$166.0560	8/5# Packages	N	0	0
A	100122	TURKEY BRST, DELI, SMK, FRZ	\$214.0000	40# CASE	N	0	0
A	100126	TURKEY HAMS, FRZ	\$127.2000	40# CARTON	N	0	0
A	100125	TURKEY ROAST, FROZEN	\$136.3960	32-48# CARTON	N	0	0
A	110911	TURKEY, SMOKED HAM, SLICED	\$140.3880	8/5# PKGS	N	0	0
A	100119	TURKEY TACO FILLING	\$65.7120	30# CASE	N	0	0
PAL - Vegetables							
A	100359	BEANS, BLACK (TURTLE), LOW-SODIUM, CND	\$21.4083	6/#10 CANS	Y	6	6
A	100360	BEANS, GARBANZO, LOW-SODIUM, CND	\$21.2747	6/#10 CANS	Y	2	2
A	100307	BEANS, GREEN, CND, LOW SODIUM	\$25.8552	6/#10 CANS	N	0	0
A	100351	BEANS, GREEN, FRZ, NO SALT	\$25.0380	30# CASE	Y	10	10
A	100365	BEANS, PINTO, LOW-SODIUM, CND	\$21.5986	6/#10 CANS	N	0	0
A	100362	BEANS, REFRIED, LOW SODIUM, CND	\$40.2864	6/#10 CANS	N	0	0
A	100366	BEANS, SMALL RED, LOW-SODIUM, CND	\$21.8619	6/#10 CANS	N	0	0
A	100364	BEANS, VEGETARIAN, LOW-SODIUM, CND	\$23.2875	6/#10 CANS	N	0	0
A	110473	BROCCOLI, NO SALT ADDED, FRZ	\$54.0060	30# case	N	0	0
A	100309	CARROTS, SLC, LOW-SODIUM, CND	\$25.8290	6/#10 CANS	N	0	0
A	100352	CARROTS,SLC, NO SALT ADDED, FRZ	\$21.3630	30# CASE	Y	10	10
A	100313	CORN, CND, NO SALT	\$31.8437	6/#10 CANS	N	0	0
A	100348	CORN, WHOLE KERNEL, FRZ	\$23.5590	30# CARTON	Y	40	40
A	111230	MIXED VEGETABLES FRZ	\$28.6860	6/5 LB BAG	Y	20	20
A	100315	PEAS, CND, LOW SODIUM	\$28.2978	6/#10 CANS	N	0	0
A	100350	PEAS, FRZ	\$28.0890	30# CARTON	Y	10	10
A	110844	POTATOES, DICED FRZ	\$28.0440	6/5# CASE	N	0	0
A	100357	POTATO, OVEN FRY, FRZ	\$38.4360	6/5# PKG.	N	0	0
A	100355	POTATO WEDGES, FRZ	\$42.8370	6/5# PKG.	N	0	0
A	110186	SALSA, POUCH, LOW SODIUM	\$37.3173	6/106oz POUCHES	N	0	0
A	110177	SPAGHETTI S, MEATLESS PCH LOW SODIUM	\$37.5518	6/106 OZ POUCHES	N	0	0
A	110721	SWT POTATO CRINKLE CUT OVEN FRY	\$45.3450	6/5# Packages	N	0	0
A	100317	SWT POTATOES, XLT SYRUP, CND, LOW SODIUM	\$30.3588	6/#10 CANS	N	0	0
A	100329	TOMATOES, DICED, CND	\$24.3041	6/#10 CANS	N	0	0
A	110187	TOMATO SAUCE POUCH, LOW SODIUM	\$38.4184	6/106oz POUCHES	N	0	0

Diversion to Processor (Detail)

[Home](#)
[Annual Order Forms](#)
[Monthly Process](#)
[Reports](#)
[Administration](#)

Recipient Agency: NORTH SHORE SD 112	Beginning PAL Balance: \$35,815.6800
Agreement Nbr: 34049112002A1	DOD Fresh Allotment: \$25,000.0000
Contract Nbr: 04902400A2025	Diversion to Processing: \$6,639.3000
Representative: Dr. Michael Lubelfeld	Available for USDA Foods Requests: \$4,176.3800
Phone Nbr: (224) 765-3006	Value of USDA Foods Requested: (can exceed available by up to 35%): \$4,109.4277
	Bonus Processing: \$0.0000

	USDA Foods Received YTD: \$0.0000
	Remaining PAL Balance YTD: \$4,176.3800

Select Program Year:

2025

USDA Foods Diverted for Processing:

Processor	USDA Foods	PAL/Bonus	Cost/lb	Pounds	Total PAL	Updated By	Updated On	Edit
Kraft Heinz	TOMATO PASTE TOTES [100332]	PAL	0.9479	158	149.7682	AHANCOCK	04/11/2024	
LAND O'LAKES	CHEESE, NATURAL AMERICAN [110242]	PAL	2.1037	1,196	2,516.0252	AHANCOCK	04/09/2024	
MCCAIN FOODS USA	POTATOES, BULK [100506]	PAL	0.1569	1,500	235.3500	AHANCOCK	04/11/2024	
SCHWAN'S FOOD SERVICE, INC.	CHEESE, MOZZ [110244]	PAL	2.0065	750	1,504.8750	AHANCOCK	04/09/2024	
Tyson Foods	CHICKEN, LG BIRD [100103]	PAL	1.4099	1,584	2,233.2816	AHANCOCK	04/10/2024	

- Edit Record
 - Save Changes
 - Cancel Edit

Search

Exhibit D: School Year 2022-
2023 Sponsor Claims for
Reimbursement

Organization: North Shore SD 112 Type: Claim
 RCDDT: 34-049-1120-02 Status: Sent to FRIS
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

7: Jul 2022 Claim - Sent to FRIS - 09/13/2022

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	3,245.83	151,977.63	148,731.80	3,245.83
National Lunch 2022	0.00	451,339.42	451,339.42	0.00
Special Milk 2022	0.00	7,095.29	7,095.29	0.00
Illinois Free Breakfast & Lunch	24.92	24.92	0.00	24.92

North Shore SD 112 (34-049-1120-02)

Mailing Address

North Shore SD 112
 1936 Green Bay Rd
 Highland Park, IL, 60035-3112(Lake)
[Show Map](#)

District Superintendent (Auth. Rep.)

Name: Dr. Michael Lubelfeld
Title: Superintendent
Business: (224) 765-3001
Fax: (224) 765-3083
Email: mlubelfeld@nssd112.org

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Sponsor Contact

Name: Kathy Uhlean
Title: Bookkeeper
Business: (224) 765-3006
Fax: (224) 765-3085
Email: kuhlean@nssd112.org

Sponsor Claim Contact

Name: Kathy Uhlean
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Email: kuhlean@nssd112.org

Food Service Director

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Jul 2022
Days of Operation: 07/06/2022 - 07/28/2022
Days Claimed: 14
Claim Source: Sponsor

Status: Approved-Sent to FRIS
Type: Claim
Date Received: 09/06/2022
Date Approved: 09/06/2022

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

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

Meals

Seamless Summer Option - Breakfast

Seamless Summer Option

Free 1246

Statistics

Number of sites 1

Seamless Summer Option

Days Claimed 14
Enrollment 262
HDP 19

Eligibles

Seamless Summer Option

Free 262

Illinois Free Seamless - Breakfast

Illinois Free Seamless

Free 1246

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Aug 2022 Claim - Approved - 09/23/2022

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	430.67	152,408.30	151,977.63	430.67
National Lunch 2022	8,979.62	451,339.42	442,359.80	8,979.62
Special Milk 2022	299.49	7,095.29	6,795.80	299.49
Illinois Free Breakfast & Lunch	43.16	68.08	24.92	43.16

North Shore SD 112 (34-049-1120-02)

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Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Aug 2022
Days of Operation: 08/24/2022 - 08/31/2022
Days Claimed: 6
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 09/23/2022
Date Approved: 09/23/2022

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free	146
------	-----

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	2012
------	------

Special Milk - Milk

Pricing with Free

Free	440
Paid	577

Statistics

Average Dairy Cost	See site claim for dairy cost
Number of sites	9

School Breakfast

Days Claimed	6
Enrollment	1107
ADA	1063

National School Lunch

Days Claimed	6
Enrollment	1107
ADA	1063

Eligibles

School Breakfast

Free	493
Reduced	39
Paid	575

Special Milk

Free	197
Paid	2228

School Breakfast - Breakfast

Severe Need

Free	146
Reduced	5
Paid	58

National School Lunch - Lunch

60% or more Eligible

Free	1707
Reduced	113
Paid	1106

Illinois Free Lunch

Days Claimed	6
Enrollment	3532
ADA	3419

Special Milk

Days Claimed	6
Enrollment	2425
ADA	2356

National School Lunch

Free	493
Reduced	39
Paid	575

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Sep 2022 Claim - Approved - 10/19/2022

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	2,974.34	155,382.64	152,408.30	2,974.34
National Lunch 2022	34,545.98	485,885.40	451,339.42	34,545.98
Special Milk 2022	1,119.06	8,214.35	7,095.29	1,119.06
Illinois Free Breakfast & Lunch	174.06	242.14	68.08	174.06

North Shore SD 112 (34-049-1120-02)

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Local Wellness Policy Contact

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Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Sep 2022
Days of Operation: 09/01/2022 - 09/30/2022
Days Claimed: 20
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 10/19/2022
Date Approved: 10/19/2022

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free	982
------	-----

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	7721
------	------

Special Milk - Milk

Pricing with Free

Free	1525
Paid	2300

Statistics

Average Dairy Cost	See site claim for dairy cost
Number of sites	9

School Breakfast

Days Claimed	20
Enrollment	1111
ADA	1050

National School Lunch

Days Claimed	20
Enrollment	1111
ADA	1050

Eligibles

School Breakfast

Free	488
Reduced	40
Paid	583

Special Milk

Free	189
Paid	2241

School Breakfast - Breakfast

Severe Need

Free	982
Reduced	70
Paid	373

National School Lunch - Lunch

60% or more Eligible

Free	6641
Reduced	415
Paid	3970

Illinois Free Lunch

Days Claimed	20
Enrollment	3541
ADA	3357

Special Milk

Days Claimed	20
Enrollment	2430
ADA	2307

National School Lunch

Free	488
Reduced	40
Paid	583

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version



Oct 2022 Claim - Approved - 11/28/2022 

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	170.48	412.62	242.14	170.48
National Breakfast 2023	3,658.46	3,658.46	0.00	3,658.46
National Lunch 2023	33,029.99	33,029.99	0.00	33,029.99
Special Milk 2023	912.68	912.68	0.00	912.68

North Shore SD 112 (34-049-1120-02)




Mailing Address

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 1936 Green Bay Rd
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[Show Map](#) 

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Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Oct 2022
Days of Operation: 10/03/2022 - 10/31/2022
Days Claimed: 19
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 11/28/2022
Date Approved: 11/28/2022

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 1199

School Breakfast - Breakfast

Severe Need

Free 1199
 Reduced 99
 Paid 445

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 7325

National School Lunch - Lunch

60% or more Eligible

Free 6316
 Reduced 414
 Paid 3887

Special Milk - Milk

Pricing with Free

Free 1299
 Paid 1809

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 19
 Enrollment 1123
 ADA 1049

Illinois Free Lunch

Days Claimed 19
 Enrollment 3560
 ADA 3322

National School Lunch

Days Claimed 19
 Enrollment 1123
 ADA 1049

Special Milk

Days Claimed 19
 Enrollment 2437
 ADA 2273

Eligibles

School Breakfast

Free 481
 Reduced 39
 Paid 603

National School Lunch

Free 481
 Reduced 39
 Paid 603

Special Milk

Free 190
 Paid 2247

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Nov 2022 Claim - Approved - 12/08/2022

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	135.94	548.56	412.62	135.94
National Breakfast 2023	2,792.79	6,451.25	3,658.46	2,792.79
National Lunch 2023	26,780.24	59,810.23	33,029.99	26,780.24
Special Milk 2023	855.10	1,767.78	912.68	855.10

North Shore SD 112 (34-049-1120-02)

Mailing Address

North Shore SD 112
 1936 Green Bay Rd
 Highland Park, IL, 60035-3112(Lake)
[Show Map](#)

District Superintendent (Auth. Rep.)

Name: Dr. Michael Lubelfeld
Title: Superintendent
Business: (224) 765-3001
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Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Nov 2022
Days of Operation: 11/01/2022 - 11/30/2022
Days Claimed: 15
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 12/08/2022
Date Approved: 12/08/2022

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 933

School Breakfast - Breakfast

Severe Need

Free 933
 Reduced 64
 Paid 300

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 5864

National School Lunch - Lunch

60% or more Eligible

Free 5083
 Reduced 363
 Paid 3218

Special Milk - Milk

Pricing with Free

Free 1126
 Paid 1805

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 15
 Enrollment 1121
 ADA 1034

Illinois Free Lunch

Days Claimed 15
 Enrollment 3565
 ADA 3304

National School Lunch

Days Claimed 15
 Enrollment 1121
 ADA 1034

Special Milk

Days Claimed 15
 Enrollment 2444
 ADA 2270

Eligibles

School Breakfast

Free 487
 Reduced 42
 Paid 592

National School Lunch

Free 487
 Reduced 42
 Paid 592

Special Milk

Free 191
 Paid 2253

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Dec 2022 Claim - Approved - 01/24/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	135.84	684.40	548.56	135.84
National Breakfast 2023	2,614.98	9,066.23	6,451.25	2,614.98
National Lunch 2023	27,388.67	87,198.90	59,810.23	27,388.67
Special Milk 2023	723.99	2,491.77	1,767.78	723.99

North Shore SD 112 (34-049-1120-02)

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Claim Data

Claim Month: Dec 2022
Days of Operation: 12/01/2022 - 12/22/2022
Days Claimed: 16
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 01/24/2023
Date Approved: 01/24/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 868

School Breakfast - Breakfast

Severe Need

Free 868
 Reduced 66
 Paid 282

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 5924

National School Lunch - Lunch

60% or more Eligible

Free 5216
 Reduced 379
 Paid 3166

Special Milk - Milk

Pricing with Free

Free 961
 Paid 1519

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 15
 Enrollment 1118
 ADA 1031

Illinois Free Lunch

Days Claimed 15
 Enrollment 3566
 ADA 3280

National School Lunch

Days Claimed 15
 Enrollment 1118
 ADA 1031

Special Milk

Days Claimed 16
 Enrollment 2448
 ADA 2249

Eligibles

School Breakfast

Free 488
 Reduced 42
 Paid 588

National School Lunch

Free 488
 Reduced 42
 Paid 588

Special Milk

Free 191
 Paid 2257

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Sent to FRIS
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

39: Jan 2023 Claim - Sent to FRIS - 02/21/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	141.80	826.20	684.40	141.80
National Breakfast 2023	2,877.53	11,943.76	9,066.23	2,877.53
National Lunch 2023	29,279.48	116,478.38	87,198.90	29,279.48
Special Milk 2023	712.58	3,204.35	2,491.77	712.58

North Shore SD 112 (34-049-1120-02)

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North Shore SD 112
 1936 Green Bay Rd
 Highland Park, IL, 60035-3112(Lake)
[Show Map](#)

Sponsor Contact

Name: Kathy Uhlean
Title: Bookkeeper
Business: (224) 765-3006
Fax: (224) 765-3085
Email: kuhlean@nssd112.org

Sponsor Claim Contact

Name: Kathy Uhlean
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Fax: (847) 765-3085
Email: kuhlean@nssd112.org

Food Service Director

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Jan 2023
Days of Operation: 01/09/2023 - 01/31/2023
Days Claimed: 17
Claim Source: Sponsor

Status: Approved-Sent to FRIS
Type: Claim
Date Received: 02/17/2023
Date Approved: 02/17/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 967

School Breakfast - Breakfast

Severe Need

Free 967
 Reduced 72
 Paid 250

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 6123

National School Lunch - Lunch

60% or more Eligible

Free 5587
 Reduced 411
 Paid 3302

Special Milk - Milk

Pricing with Free

Free 893
 Paid 1559

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 16
 Enrollment 1121
 ADA 1060

Illinois Free Lunch

Days Claimed 16
 Enrollment 3581
 ADA 3382

National School Lunch

Days Claimed 16
 Enrollment 1121
 ADA 1060

Special Milk

Days Claimed 17
 Enrollment 2460
 ADA 2322

Eligibles

School Breakfast

Free 500
 Reduced 44
 Paid 577

National School Lunch

Free 500
 Reduced 44
 Paid 577

Special Milk

Free 199
 Paid 2261

Organization: North Shore SD 112 Type: Claim
 RCDT: 34-049-1120-02 Status: Approved
 Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Feb 2023 Claim - Approved - 03/20/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	159.68	985.88	826.20	159.68
National Breakfast 2023	3,439.21	15,382.97	11,943.76	3,439.21
National Lunch 2023	32,270.41	148,748.79	116,478.38	32,270.41
Special Milk 2023	891.12	4,095.47	3,204.35	891.12

North Shore SD 112 (34-049-1120-02)

Mailing Address

North Shore SD 112
 1936 Green Bay Rd
 Highland Park, IL, 60035-3112(Lake)
[Show Map](#)

District Superintendent (Auth. Rep.)

Name: Dr. Michael Lubelfeld
Title: Superintendent
Business: (224) 765-3001
Fax: (224) 765-3083
Email: mlubelfeld@nssd112.org

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Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Feb 2023
Days of Operation: 02/01/2023 - 02/28/2023
Days Claimed: 18
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 03/20/2023
Date Approved: 03/20/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 1181

School Breakfast - Breakfast

Severe Need

Free 1181
 Reduced 62
 Paid 278

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 6803

National School Lunch - Lunch

60% or more Eligible

Free 6165
 Reduced 439
 Paid 3667

Special Milk - Milk

Pricing with Free

Free 1128
 Paid 1936

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 18
 Enrollment 1123
 ADA 1040

Illinois Free Lunch

Days Claimed 18
 Enrollment 3581
 ADA 3312

National School Lunch

Days Claimed 18
 Enrollment 1123
 ADA 1040

Special Milk

Days Claimed 18
 Enrollment 2458
 ADA 2272

Eligibles

School Breakfast

Free 500
 Reduced 44
 Paid 579

National School Lunch

Free 500
 Reduced 44
 Paid 579

Special Milk

Free 199
 Paid 2259

Organization: North Shore SD 112 Type: Claim
RCDT: 34-049-1120-02 Status: Approved
Program Year: 2023 Program: SNP

SNP Sponsor Claim

Quick Links

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

Version

Mar 2023 Claim - Approved - 04/19/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	159.14	1,145.02	985.88	159.14
National Breakfast 2023	3,747.20	19,130.17	15,382.97	3,747.20
National Lunch 2023	30,989.45	179,738.24	148,748.79	30,989.45
Special Milk 2023	805.52	4,900.99	4,095.47	805.52

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Claim Data

Claim Month: Mar 2023
Days of Operation: 03/01/2023 - 03/23/2023
Days Claimed: 17
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 04/19/2023
Date Approved: 04/19/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

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School Breakfast - 3 site(s)

National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 1284

School Breakfast - Breakfast

Severe Need

Free 1284
 Reduced 66
 Paid 325

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 6673

National School Lunch - Lunch

60% or more Eligible

Free 5945
 Reduced 385
 Paid 3565

Special Milk - Milk

Pricing with Free

Free 1123
 Paid 1625

Statistics

Average Dairy Cost See site claim for dairy cost
 Number of sites 9

School Breakfast

Days Claimed 17
 Enrollment 1121
 ADA 1042

Illinois Free Lunch

Days Claimed 17
 Enrollment 3578
 ADA 3332

National School Lunch

Days Claimed 17
 Enrollment 1121
 ADA 1042

Special Milk

Days Claimed 17
 Enrollment 2457
 ADA 2290

Eligibles

School Breakfast

Free 499
 Reduced 44
 Paid 578

National School Lunch

Free 499
 Reduced 44
 Paid 578

Special Milk

Free 200
 Paid 2257

SNP Sponsor Claim

Quick Links

[Site Claims](#)
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Version

Apr 2023 Claim - Approved - 05/15/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	172.40	1,317.42	1,145.02	172.40
National Breakfast 2023	3,731.08	22,861.25	19,130.17	3,731.08
National Lunch 2023	34,317.76	214,056.00	179,738.24	34,317.76
Special Milk 2023	897.08	5,798.07	4,900.99	897.08

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Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Apr 2023
Days of Operation: 04/03/2023 - 04/28/2023
Days Claimed: 19
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 05/15/2023
Date Approved: 05/15/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

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 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

School Breakfast - Breakfast

Severe Need

Free 1245

Free 1245
Reduced 89
Paid 392

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 7375

Free 6537
Reduced 466
Paid 4001

Special Milk - Milk

Pricing with Free

Free 1343
Paid 1698

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 19
Enrollment 1120
ADA 1059

Days Claimed 19
Enrollment 3573
ADA 3362

National School Lunch

Special Milk

Days Claimed 19
Enrollment 1120
ADA 1059

Days Claimed 19
Enrollment 2453
ADA 2303

Eligibles

School Breakfast

National School Lunch

Free 498
Reduced 44
Paid 578

Free 498
Reduced 44
Paid 578

Special Milk

Free 199
Paid 2254

SNP Sponsor Claim

Quick Links

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

Version

May 2023 Claim - Approved - 06/27/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	207.84	1,525.26	1,317.42	207.84
National Breakfast 2023	4,934.24	27,795.49	22,861.25	4,934.24
National Lunch 2023	40,770.79	254,826.79	214,056.00	40,770.79
Special Milk 2023	1,057.22	6,855.29	5,798.07	1,057.22

North Shore SD 112 (34-049-1120-02)

Mailing Address

North Shore SD 112
 1936 Green Bay Rd
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[Show Map](#)

District Superintendent (Auth. Rep.)

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Title: Superintendent
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Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: May 2023
Days of Operation: 05/01/2023 - 05/31/2023
Days Claimed: 22
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 06/27/2023
Date Approved: 06/27/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

School Breakfast - Breakfast

Severe Need

Free 1637

Free 1637
Reduced 135
Paid 487

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 8755

Free 7797
Reduced 541
Paid 4655

Special Milk - Milk

Pricing with Free

Free 1625
Paid 1950

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 22
Enrollment 1122
ADA 1054

Days Claimed 22
Enrollment 3572
ADA 3371

National School Lunch

Special Milk

Days Claimed 22
Enrollment 1122
ADA 1054

Days Claimed 22
Enrollment 2450
ADA 2317

Eligibles

School Breakfast

National School Lunch

Free 497
Reduced 44
Paid 581

Free 497
Reduced 44
Paid 581

Special Milk

Free 199
Paid 2251

SNP Sponsor Claim

Quick Links

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

Version

Jun 2023 Claim - Approved - 07/19/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2022	0.00	155,382.64	155,382.64	0.00
National Lunch 2022	0.00	485,885.40	485,885.40	0.00
Special Milk 2022	0.00	8,214.35	8,214.35	0.00
Illinois Free Breakfast & Lunch	69.52	1,594.78	1,525.26	69.52
National Breakfast 2023	2,192.22	29,987.71	27,795.49	2,192.22
National Lunch 2023	12,618.97	267,445.76	254,826.79	12,618.97
Special Milk 2023	349.69	7,204.98	6,855.29	349.69

North Shore SD 112 (34-049-1120-02)

Mailing Address

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 445 Sheridan Rd
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[Show Map](#)

District Superintendent (Auth. Rep.)

Name: Dr. Michael Lubelfeld
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Local Wellness Policy Contact

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Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Jun 2023
Days of Operation: 06/01/2023 - 06/29/2023
Days Claimed: 11
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 07/19/2023
Date Approved: 07/19/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 Seamless Summer Option - 1 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)
 Illinois Free Seamless - 1 site(s)

Meals

Illinois Free Breakfast - Breakfast

School Breakfast - Breakfast

Illinois Free Breakfast

Free	521
------	-----

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	2727
------	------

Special Milk - Milk

Pricing with Free

Free	559
Paid	619

Statistics

Average Dairy Cost	See site claim for dairy cost
Number of sites	9

School Breakfast

Days Claimed	7
Enrollment	1121
ADA	1061

National School Lunch

Days Claimed	7
Enrollment	1121
ADA	1061

Seamless Summer Option

Days Claimed	4
Enrollment	238
HDP	56

Eligibles

School Breakfast

Free	493
Reduced	50
Paid	578

Special Milk

Free	201
Paid	2242

Severe Need

Free	521
Reduced	47
Paid	162

National School Lunch - Lunch

60% or more Eligible

Free	2398
Reduced	182
Paid	1451

Seamless Summer Option - Breakfast

Severe Need

Free	228
------	-----

Illinois Free Seamless - Breakfast

Illinois Free Seamless

Free	228
------	-----

Illinois Free Lunch

Days Claimed	7
Enrollment	3564
ADA	3387

Special Milk

Days Claimed	7
Enrollment	2443
ADA	2326

National School Lunch

Free	493
Reduced	50
Paid	578

Seamless Summer Option

Free	238
------	-----

Exhibit E: School Year 2023-
2024 Sponsor Claims for
Reimbursement

SNP Sponsor Claim

Quick Links

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

Version

Jul 2023 Claim - Approved - 09/12/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	1,812.72	31,800.43	29,987.71	1,812.72
Illinois Free Breakfast & Lunch	26.56	26.56	0.00	26.56

North Shore SD 112 (34-049-1120-02)

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Email: bhany@nssd112.org

Claim Data

Loading...

Claim Month

Days of Operation

Days Claimed

Claim Source

Last Updated:

Status

Type

Date Received

Date Approved

Submitted by:

Sponsor Notes

Seamless Summer Option - 1 site(s)
 Illinois Free Seamless - 1 site(s)

Meals

Seamless Summer Option - Breakfast

Severe Need

Free

664

Illinois Free Seamless - Breakfast

Illinois Free Seamless

Free

664

Statistics

Seamless Summer Option

Days Claimed

14

Enrollment	238
HDP	15

Eligibles

Seamless Summer Option

Free	238
------	-----

SNP Sponsor Claim

Quick Links

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

Version

Aug 2023 Claim - Approved - 09/19/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	832.43	32,632.86	31,800.43	832.43
National Lunch 2023	8,913.50	276,359.26	267,445.76	8,913.50
Special Milk 2023	249.10	7,454.08	7,204.98	249.10
Illinois Free Breakfast & Lunch	80.48	107.04	26.56	80.48

North Shore SD 112 (34-049-1120-02)

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Email: bhany@nssd112.org

Info+

Claim Data

Claim Month: Aug 2023
Days of Operation: 08/24/2023 - 08/31/2023
Days Claimed: 6
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 09/19/2023
Date Approved: 09/19/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 229

School Breakfast - Breakfast

Severe Need

Free 229
 Reduced 72
 Paid 85

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	1783
------	------

Special Milk - Milk

Pricing with Free

Free	389
Paid	465

Statistics

Average Dairy Cost	See site claim for dairy cost
Number of sites	9

School Breakfast

Days Claimed	6
Enrollment	1226
ADA	1189

National School Lunch

Days Claimed	6
Enrollment	1226
ADA	1189

Eligibles

School Breakfast

Free	438
Reduced	117
Paid	671

Special Milk

Free	185
Paid	2289

National School Lunch - Lunch

60% or more Eligible

Free	1565
Reduced	395
Paid	1091

Illinois Free Lunch

Days Claimed	6
Enrollment	3700
ADA	3592

Special Milk

Days Claimed	6
Enrollment	2474
ADA	2403

National School Lunch

Free	438
Reduced	117
Paid	671

SNP Sponsor Claim

Quick Links

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

Version

Sep 2023 Claim - Approved - 10/18/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	3,960.84	36,593.70	32,632.86	3,960.84
National Lunch 2023	29,982.40	306,341.66	276,359.26	29,982.40
Special Milk 2023	947.82	8,401.90	7,454.08	947.82
Illinois Free Breakfast & Lunch	285.96	393.00	107.04	285.96

North Shore SD 112 (34-049-1120-02)

Mailing Address

North Shore SD 112
 445 Sheridan Rd
 Highwood, IL, 60040-1317(Lake)
[Show Map](#)

District Superintendent (Auth. Rep.)

Name: Dr. Michael Lubelfeld
Title: Superintendent
Business: (224) 765-3001
Fax: (224) 765-3083
Email: mlubelfeld@nssd112.org

Delivery Address

North Shore SD 112
 445 Sheridan Road
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Sponsor Contact

Name: Kathy Uhlean
Title: Bookkeeper
Business: (224) 765-3006
Fax: (224) 765-3022
Email: kuhlean@nssd112.org

Sponsor Claim Contact

Name: Kathy Uhlean
Title: Bookkeeper
Business: (224) 765-3006
Fax: (847) 765-3085
Email: kuhlean@nssd112.org

Food Service Director

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Info+

Claim Data

Claim Month: Sep 2023
Days of Operation: 09/01/2023 - 09/29/2023
Days Claimed: 19
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 10/18/2023
Date Approved: 10/18/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 1143

School Breakfast - Breakfast

Severe Need

Free 1143
 Reduced 283
 Paid 402

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free	6006
------	------

Special Milk - Milk

Pricing with Free

Free	1244
Paid	2063

Statistics

Average Dairy Cost	See site claim for dairy cost
Number of sites	9

School Breakfast

Days Claimed	19
Enrollment	1275
ADA	1191

National School Lunch

Days Claimed	19
Enrollment	1275
ADA	1191

Eligibles

School Breakfast

Free	437
Reduced	119
Paid	719

Special Milk

Free	177
Paid	2316

National School Lunch - Lunch

60% or more Eligible

Free	5280
Reduced	1342
Paid	3427

Illinois Free Lunch

Days Claimed	19
Enrollment	3768
ADA	3565

Special Milk

Days Claimed	19
Enrollment	2493
ADA	2374

National School Lunch

Free	437
Reduced	119
Paid	719

SNP Sponsor Claim

Quick Links

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

Version

Oct 2023 Claim - Approved - 11/20/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	327.08	720.08	393.00	327.08
National Breakfast 2024	4,763.12	4,763.12	0.00	4,763.12
National Lunch 2024	33,409.80	33,409.80	0.00	33,409.80
Special Milk 2024	1,001.50	1,001.50	0.00	1,001.50

North Shore SD 112 (34-049-1120-02)

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Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Oct 2023
Days of Operation: 10/02/2023 - 10/31/2023
Days Claimed: 21
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 11/20/2023
Date Approved: 11/20/2023

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

School Breakfast - Breakfast

Severe Need

Free 1399

Free
Reduced
Paid

1399
301
559

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 6778

Free 5937
Reduced 1433
Paid 3847

Special Milk - Milk

Pricing with Free

Free 1328
Paid 2163

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 21
Enrollment 1286
ADA 1217

Days Claimed 21
Enrollment 3786
ADA 3573

National School Lunch

Special Milk

Days Claimed 21
Enrollment 1286
ADA 1217

Days Claimed 21
Enrollment 2500
ADA 2356

Eligibles

School Breakfast

National School Lunch

Free 444
Reduced 123
Paid 719

Free 444
Reduced 123
Paid 719

Special Milk

Free 167
Paid 2333

SNP Sponsor Claim

Quick Links

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

Version

Nov 2023 Claim - Approved - 12/12/2023

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	260.72	980.80	720.08	260.72
National Breakfast 2024	3,930.04	8,693.16	4,763.12	3,930.04
National Lunch 2024	26,206.15	59,615.95	33,409.80	26,206.15
Special Milk 2024	847.26	1,848.76	1,001.50	847.26

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Name: Becky Hany
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Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Nov 2023
Days of Operation: 11/01/2023 - 11/30/2023
Days Claimed: 16
Claim Source: Sponsor

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

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

[Illinois Free Breakfast - Breakfast](#)

[Illinois Free Breakfast](#)

[School Breakfast - Breakfast](#)

[Severe Need](#)

Free 1183

Free 1183
Reduced 211
Paid 494

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 5335

Free 4629
Reduced 1170
Paid 2897

Special Milk - Milk

Pricing with Free

Free 1129
Paid 1823

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 16
Enrollment 1304
ADA 1213

Days Claimed 16
Enrollment 3810
ADA 3563

National School Lunch

Special Milk

Days Claimed 16
Enrollment 1304
ADA 1213

Days Claimed 16
Enrollment 2506
ADA 2350

Eligibles

School Breakfast

National School Lunch

Free 448
Reduced 129
Paid 727

Free 448
Reduced 129
Paid 727

Special Milk

Free 174
Paid 2332

SNP Sponsor Claim

Quick Links

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

Version

Dec 2023 Claim - Approved - 01/23/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	249.08	1,229.88	980.80	249.08
National Breakfast 2024	3,616.65	12,309.81	8,693.16	3,616.65
National Lunch 2024	25,029.50	84,645.45	59,615.95	25,029.50
Special Milk 2024	715.59	2,564.35	1,848.76	715.59

North Shore SD 112 (34-049-1120-02)

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Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Dec 2023
Days of Operation: 12/01/2023 - 12/21/2023
Days Claimed: 15
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 01/23/2024
Date Approved: 01/23/2024

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

[Illinois Free Breakfast - Breakfast](#)

[Illinois Free Breakfast](#)

[School Breakfast - Breakfast](#)

[Severe Need](#)

Free 1077

Free 1077
Reduced 208
Paid 450

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 5150

Free 4404
Reduced 1138
Paid 2754

Special Milk - Milk

Pricing with Free

Free 1016
Paid 1462

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 15
Enrollment 1313
ADA 1223

Days Claimed 15
Enrollment 3809
ADA 3532

National School Lunch

Special Milk

Days Claimed 15
Enrollment 1313
ADA 1223

Days Claimed 15
Enrollment 2496
ADA 2309

Eligibles

School Breakfast

National School Lunch

Free 456
Reduced 133
Paid 724

Free 456
Reduced 133
Paid 724

Special Milk

Free 198
Paid 2298

SNP Sponsor Claim

Quick Links

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

Version

Jan 2024 Claim - Approved - 02/16/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	243.72	1,473.60	1,229.88	243.72
National Breakfast 2024	2,902.16	15,211.97	12,309.81	2,902.16
National Lunch 2024	25,338.05	109,983.50	84,645.45	25,338.05
Special Milk 2024	785.03	3,349.38	2,564.35	785.03

North Shore SD 112 (34-049-1120-02)

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Local Wellness Policy Contact

Name: Becky Hany
Title: Director of Fiscal Services
Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Jan 2024
Days of Operation: 01/08/2024 - 01/31/2024
Days Claimed: 16
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 02/16/2024
Date Approved: 02/16/2024

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

[Illinois Free Breakfast - Breakfast](#)

[Illinois Free Breakfast](#)

[School Breakfast - Breakfast](#)

[Severe Need](#)

Free 869

Free 869
Reduced 155
Paid 403

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 5224

Free 4498
Reduced 1115
Paid 2735

Special Milk - Milk

Pricing with Free

Free 1055
Paid 1678

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 15
Enrollment 1330
ADA 1237

Days Claimed 16
Enrollment 3826
ADA 3571

National School Lunch

Special Milk

Days Claimed 16
Enrollment 1330
ADA 1237

Days Claimed 16
Enrollment 2496
ADA 2334

Eligibles

School Breakfast

National School Lunch

Free 476
Reduced 131
Paid 723

Free 476
Reduced 131
Paid 723

Special Milk

Free 196
Paid 2300

SNP Sponsor Claim

Quick Links

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

Version

Feb 2024 Claim - Approved - 03/19/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	329.04	1,802.64	1,473.60	329.04
National Breakfast 2024	5,192.99	20,404.96	15,211.97	5,192.99
National Lunch 2024	33,474.40	143,457.90	109,983.50	33,474.40
Special Milk 2024	982.50	4,331.88	3,349.38	982.50

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Name: Becky Hany
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Business: (224) 765-3004
Fax: (224) 765-3085
Email: bhany@nssd112.org

Claim Data

Claim Month: Feb 2024
Days of Operation: 02/01/2024 - 02/29/2024
Days Claimed: 20
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 03/19/2024
Date Approved: 03/19/2024

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

[Illinois Free Breakfast - Breakfast](#)

[Illinois Free Breakfast](#)

[School Breakfast - Breakfast](#)

[Severe Need](#)

Free 1549

Free 1549
Reduced 300
Paid 619

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 6677

Free 5874
Reduced 1560
Paid 3521

Special Milk - Milk

Pricing with Free

Free 1265
Paid 2169

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 20
Enrollment 1350
ADA 1257

Days Claimed 20
Enrollment 3842
ADA 3579

National School Lunch

Special Milk

Days Claimed 20
Enrollment 1350
ADA 1257

Days Claimed 20
Enrollment 2492
ADA 2322

Eligibles

School Breakfast

National School Lunch

Free 474
Reduced 136
Paid 740

Free 474
Reduced 136
Paid 740

Special Milk

Free 199
Paid 2293

SNP Sponsor Claim

Quick Links

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

Version

Mar 2024 Claim - Approved - 04/08/2024

Claim Analysis

Payment Category	Claim Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
National Breakfast 2023	0.00	36,593.70	36,593.70	0.00
National Lunch 2023	0.00	306,341.66	306,341.66	0.00
Special Milk 2023	0.00	8,401.90	8,401.90	0.00
Illinois Free Breakfast & Lunch	241.28	2,043.92	1,802.64	241.28
National Breakfast 2024	4,045.32	24,450.28	20,404.96	4,045.32
National Lunch 2024	25,084.85	168,542.75	143,457.90	25,084.85
Special Milk 2024	716.00	5,047.88	4,331.88	716.00

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Email: bhany@nssd112.org

Claim Data

Claim Month: Mar 2024
Days of Operation: 03/01/2024 - 03/21/2024
Days Claimed: 15
Claim Source: Sponsor

Status: Approved
Type: Claim
Date Received: 04/08/2024
Date Approved: 04/08/2024

Last Updated: KattUhlean

Submitted by: KattUhlean

Sponsor Notes

9 site(s) included out of 9 sites approved
 Illinois Free Breakfast - 3 site(s)
 School Breakfast - 3 site(s)
 National School Lunch - 3 site(s)
 Special Milk - 6 site(s)
 Illinois Free Lunch - 9 site(s)

Meals

[Illinois Free Breakfast - Breakfast](#)

[Illinois Free Breakfast](#)

[School Breakfast - Breakfast](#)

[Severe Need](#)

Free 1201

Free 1201
Reduced 239
Paid 489

Illinois Free Lunch - Lunch

National School Lunch - Lunch

Illinois Free Lunch

60% or more Eligible

Free 4831

Free 4388
Reduced 1189
Paid 2601

Special Milk - Milk

Pricing with Free

Free 797
Paid 1736

Statistics

Average Dairy Cost See site claim for dairy cost
Number of sites 9

School Breakfast

Illinois Free Lunch

Days Claimed 15
Enrollment 1349
ADA 1278

Days Claimed 15
Enrollment 3836
ADA 3622

National School Lunch

Special Milk

Days Claimed 15
Enrollment 1349
ADA 1278

Days Claimed 15
Enrollment 2487
ADA 2344

Eligibles

School Breakfast

National School Lunch

Free 474
Reduced 136
Paid 739

Free 474
Reduced 136
Paid 739

Special Milk

Free 193
Paid 2294

Exhibit F: FSMC Equipment List

Exhibit F: FSMC Equipment List

To be completed by the SFA

****These costs are the responsibility of the Selected FSMC and are not to be billed back to the district.****

Equipment Costs by Line Item

Item	Description	Estimated Cost
1	<i>Food Transportation Vehicle</i>	\$ -
2		\$ -
3		\$ -
4		\$ -
5		\$ -
6		\$ -
7		\$ -
8		\$ -
9		\$ -
10		\$ -
1		\$ -
2		\$ -
3		\$ -
4		\$ -
5		\$ -
6		\$ -
7		\$ -
8		\$ -
9		\$ -
10		\$ -
Total Estimated Cost >		\$ 90,000.00

Exhibit G: Minimum Operational Labor and Benefits

Exhibit G: Minimum Operational Labor and Benefits

To be completed by the SFA¹
Minimum Staffing and Pay rates for school year 2024-2025

School/Site	Job Title	Hourly Rate (\$) ²	Daily Hours	Annual Work Days ³	Annual Paid Sick Days	Annual Paid HoliDays	Annual Paid Vacation Days	Total Annual Wage (\$)	Medical Insurance	Dental	Vision	SFA Employee	FSMC Employee	
District	Food Service Director							TBD				X		
District	Food Service Director	Shared position with other SFAs is (SFA to Select Allowable/ Unallowable)						TBD						X
Northwood	Cook	\$ 17.25	7	178	0	14	5	\$ 23,787.75	None				x	
Northwood	Server	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Northwood	Server	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Northwood	Cashier	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Northwood	Cashier	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Oak Terrace	Driver	\$ 18.25	8	178	0	14	5	\$ 28,762.00	None				x	
Oak Terrace	Cashier	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Oak Terrace	Cook	\$ 16.25	6	178	0	14	5	\$ 19,207.50	None				x	
Oak Terrace	Server	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Red Oak	Cook	\$ 16.00	8	178	0	14	5	\$ 25,216.00	None				x	
Red Oak	Server	\$ 15.00	7	178	0	14	5	\$ 20,685.00	None				x	
Red Oak	Cashier	\$ 15.00	6	178	0	14	5	\$ 17,730.00	None				x	
Northwood	Summer Cashier	\$ 17.25	5	20	0	0	0	\$ 1,725.00	None				x	
Oak Terrace	Summer Cook	\$ 16.00	5	20	0	0	0	\$ 1,600.00	None				x	
		\$ -						\$ -						
		\$ -						\$ -						
		\$ -						\$ -						
		\$ -						\$ -						
		\$ -						\$ -						
		\$ -						\$ -						

Tota Minimum Estimated Labor:	\$	245,093.25
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1. Use actual rates for the SFA.

2. Do not include hourly rates for SFA assigned employees. Only include hourly rates for employees that the FSMC will be required to employ.

3. Annual work days to include all meal service days for regular school year, summer programs, meal preparation days, closing days

Exhibit H: Projected School District/Operational Calendar

North Shore School District 112 2024-2025 School Calendar

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August	
12-16	New Teacher Orientation
19-21	Institute Day
22	First Day of Student Attendance
22	Early Release Elem 8:40 a.m. - 1:40 p.m. MS 7:55 a.m. - 12:55 p.m.
7 days	

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February	
14	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
17	Presidents' Day (No Student Attendance)
19 days	

September 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September	
2	Labor Day (No Student Attendance)
20	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
20 days	

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March	
20	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
20	Conferences 3:15 pm - 8 pm In-Person
21	Conferences 8 am - 12 pm Virtual (No Student Attendance)
24-28	Spring Break
31	School Resumes
15 days	

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October	
3	Rosh Hashanah No Student Attendance
11	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
14	Institute Day (No student attendance)
21 days	

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

April	
17	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
18	Good Friday No Student Attendance
21 days	

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November	
5	Election Day (No student attendance)
11	Veteran's Day (No Student Attendance)
22	Early Release (Records Day 1)
25-26	Parent Teacher Conferences *See below for times (No Student Attendance)
27-29	Thanksgiving Break (No Student Attendance)
15 days	

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May	
23	Early Release (Records Day 2) MS: 12:55 p.m Elem: 1:40 p.m.
26	Memorial Day (No Student Attendance)
21 days	

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December	
13	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
20-3	Winter Break No Student Attendance
14 days	

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June	
4	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
5	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
5	Last Day of School
6-12	Emergency Days
4 days	

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January	
6	School Resumes
17	Early Release MS: 12:55 p.m Elem: 1:40 p.m.
20	Martin Luther King Jr. Day (No Student Attendance)
19 days	

July 2025						
Su	M	Tu	W	Th	F	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

July	
4	Independence day

1st qtr = days | 1st tri = days
 2nd qtr = days | 2nd tri = days
 3rd qtr = days | 3rd tri = days
 4th qtr = days | 176 days

Legend			
(First Day of School)	Last Day of School
X	Legal Holiday	ER	Early Release
□	Institute Day	/	New Teacher Orientation
=	No Student Attendance	PT	Conferences
e	Emergency Days		

Board of Education
Adopted
on:
November 14, 2023

End of Quarter dates:
End of Trimester dates:

*November 25th- In-person conferences: 11:30 a.m.-7:30 p.m
 *November 26th- Virtual Conferences 8:00 a.m- 4:00 p.m.

Exhibit I: 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).

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 board of education, 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*.

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: January 16, 2024

COURTESY “NO BID” RESPONSE QUESTIONARE

If your company does not intend to submit a bid/proposal, we request that the following STATEMENT OF NO BID/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 FSMC/Vendors are highly encouraged to submit bids whenever possible.

If returning a STATEMENT OF NO BID/PROPOSAL, please email or mail it to the contact person listed on page 1 of this document.

Date: _____

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

	We do not offer this service	
	We are unable to meet all of the specifications (please describe)	
	We are unable to meet procurement requirements (please describe)	
	We are unable to provide service to your location/area (please describe)	
	Solicitation was too restrictive (please describe)	
	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.

Company Name		Prepared by	
Phone #		Email	
Signature			