

Lyons Township High School District 204



FOOD SERVICE MANAGEMENT REQUEST FOR PROPOSAL

Due Date: March 27, 2025

Quotations shall be sealed and plainly marked as follows:

***Lyons Township High School District 204
Business Office
Sealed Proposal for: Food Service Management***

REQUEST FOR PROPOSAL
FOR FOOD OPERATIONS AND MANAGEMENT SERVICES

Lyons Township High School District 204 is accepting proposals for FOOD SERVICE MANAGEMENT for the School District until **March 27, 2025 at 11am**. At that time proposals will be opened in Room 103 in the Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Proposals should be sent to:

Lyons Township High School District 204
Attn: Brian Stachacz
Director of Business Services
100 S. Brainard Ave.
LaGrange, IL 60525

Proposals may be submitted up to March 27, 2025 at 11:00AM. Any proposals submitted after that time will be disqualified and returned unopened. Please indicate on envelope: **FOOD SERVICE MANAGEMENT PROPOSAL**. Questions may be directed to Mr. Brian Stachacz, (708) 579-6462 or bstachacz@d204.lths.net.

Our requirements and specifications, along with our proposed evaluation process can be obtained by email from Brian Stachacz at bstachacz@d204.lths.net. A **mandatory** pre-proposal conference will be held on March 13, 2025 at 3:30PM in Room 103 at the Lyons Township High School North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Lyons Township High School District 204 reserves the right to waive any and all guidelines herein and to reject any and all proposals if considered to be in the best interest of the School District. Award of contract, if any, will be made in the sole discretion of the District to the lowest responsible company it deems best suits the needs and interests of Lyons Township High School District 204.

SECTION I: INSTRUCTIONS

The purpose of this proposal is to provide for the operation of Lyons Township High School District 204's food service program. The Food Service Management Company (FSMC) will be responsible for the operation of Lyons Township High School District 204's food service program and will provide the District with an annual financial return.

The organization or individual responding to this request will be referred to, as the FSMC and the contract will be between the FSMC and Lyons Township High School District 204 referred to as the District.

ADMINISTRATIVE GUIDANCE

The information provided herein is intended to assist FSMC's in the preparation of a proposal to properly respond to this request for proposal. The specifications are designed to provide interested FSMC's with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data. FSMC's are at liberty and are encouraged to expand upon the specifications to evidence

service capability under any agreement.

PRE-PROPOSAL CONFERENCE

A mandatory conference will be held to answer questions on March 13, 2025 at 3:30PM in Room 103 at Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525. Companies which do not attend the conference will not be eligible to submit a proposal. Questions relating to this Proposal must be submitted in writing prior to the conference. Responses will be issued in writing in the form of addenda and shall become part of the contract. Verbal questions will not be accepted at any time during this process. Following this session, a tour of selected sites will be conducted. Prior to or after the pre-proposal conference, no oral interpretation will be made to any company as to the meaning of the specifications. All companies will receive a written answer seventy-two (72) hours after the pre-proposal conference. Every interpretation will be in the form of an addendum to the specification and will be communicated through email to each FSMC or will be available at the District Office. All such addenda shall become part of the contract and all companies shall be bound by such addenda, whether or not received by the company.

RESPONSE DATE

A copy of your proposal must be received at the Lyons Township High School District 204 Office prior to March 27, 2025 at 11:00AM. Any proposal in route, through the mail will not be considered timely and will be returned unopened. Proposals received after the deadline will be late and ineligible for consideration. No proposals received after the date and time specified will be considered. The FMSC assumes the risk of delay in the handling or delivery of mail.

TERM OF CONTRACT

The term of this agreement shall last from July 1, 2025 – June 30, 2030, with the option to renew annually thereafter upon mutual written agreement of both parties. Should the FSMC decide to not renew the contract on its annual renewal, it should be done with 90 days' notice before the end of the school year (June 30 of each year).

CONSIDERATION OF PROPOSALS

Lyons Township High School District 204 may award a contract based upon the initial proposals received without discussion of such proposals. Accordingly, each initial proposal should be submitted with the most favorable price and service standpoint. The District reserves the right to reject any or all proposals received and to waive any irregularities in proposals and to make all decisions in the best interest of Lyons Township High School District 204. No employee of the District is to be extended any form of gratuity in connection with this proposal. All proposals will be bound by any and all math calculations, misquotes or mistakes of any kind once the proposals have been opened. Once a proposal has been accepted, it may not be modified. Representatives from the District reserve the right to inspect the company's facilities and other food service operations under its management prior to any award of this contract at the expense of the interested company.

BASIC FSMC REQUIREMENTS

The intent of this proposal is to provide management and consulting services for food services for Lyons Township High School District 204 and to cooperatively plan and implement the food services operation. The following conditions must be met at a minimum and addressed in the proposal:

1. The firm must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading a large high school food services operation. The qualification data shall be submitted by each contractor along with the sealed proposal.
 - A. Company must be licensed to do business in the State of Illinois.
 - B. The interested company must have been doing business for five (5) consecutive years or more with high school districts.
 - C. Any interested company must be presently operating a minimum of five (5) successful ala carte school lunch programs.
 - D. Annual reports of financial statements certified by a licensed public accountant for the past three (3) consecutive years must be included with the proposal.
2. The FSMC must have extensive involvement and experience in the school food services field in the areas of: designing facilities, selecting and procuring food service equipment, nutrition, menu planning, on-site production, quality control, employee supervision, staff management training, employee motivation, marketing, and public relations. The development of model programs in these areas will be advantageous.
3. The FSMC should have experience managing satellite programs to provide additional revenue streams to the District should opportunities surface to do so.
4. The FSMC must provide an on-site Food Service Director to provide consulting, supervision and direction for the food services program and to implement cooperatively agreed upon upgrades.
5. The District's goal is for the food service operation to be a self-sufficient operation. Funds to pay for consulting and management services and upgrade costs should come from economies and increased meal participation.
6. All proposals shall be firm and may not be withdrawn for ninety-days (90) after submission.

SECTION II: BACKGROUND INFORMATION AND SPECIFICATIONS

OBJECTIVES OF Lyons Township High School District 204

The successful FSMC shall conduct the food service program in a manner which best fulfills the following program and upgrade objectives:

1. To provide an appealing and nutritionally sound pattern meal and a la Carte food program for students and staff where the quality of service and food as well as the financial results

are extremely important.

2. To promote nutritional awareness whenever the food service can interface with District programs.
3. To increase participation at all levels of our program by improving food quality at the service point, by knowledge of existing equipment and facilities, by seeking student and parent input, by successful menu variation and planning, by best practices marketing techniques and by a strong emphasis on public relations.
4. Provide an experienced full-time director, staff and structure, in order to maintain a high level of service, quality and financial performance ensuring that the District's school food program is one of consistent top quality and of positive regard by students, staff and the public.
5. Establish a formal structure to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.
6. Establish a formal structure to routinely and continuously gather input from students, staff and the public about food services.
7. Establish and conduct management and staff training programs which will ensure staff development, proper supervision and consistent quality control both in production and service.
8. Provide a financial reporting system that meets the District's requirement.
9. Provide the necessary financial results to support the program and provide resources for equipment replacement and upgrades when necessary.

SCOPE AND PURPOSE

1. The District

- A. The District shall retain the authority to determine the standard of quality, extent and general nature of the food service program and prices to be charged.
- B. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.

2. The FSMC

- A. The FSMC shall be an independent contractor and not an employee of the District nor are the employees of the FSMC employees of the District.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the food service program.
- C. The food service provided shall be operated and maintained as a benefit to District students, faculty and staff.

- D. The FSMC shall promote nutrition-health education as required by federal, state or local laws. This shall include compliance with the Board of Education Policy.
- E. The FSMC shall receive for its service, the profit of the Food Service Program after payment of expenses and the required annual financial return to the school.
- F. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.
- G. The FSMC will be responsible for collection and deposit of cash sales.

SPECIFICATIONS

1. Food service program

- A. FSMC costs shall include all expenses associated with the operation of the food service program, unless specifically allocated to the District by this Request for Proposal.
- B. The District shall retain ultimate control over meal prices, quality and selection of product and other appropriate elements of the food service program.
- C. Companies shall execute the contract attached hereto as Schedule A.
- D. The District does not participate in the National School Lunch Program. The food service shall be self-supporting. The program shall meet all requirements of the students and staff in regards to variety, quality and times of service.**

2. Performance

Performance Bond: At the District's discretion and as a condition to enter into this contract, the successful vendor may be required to provide to the District a performance bond equaling 25% of the projected annual sales of the program. The cost of the performance bond shall be listed as a separate line item in the proposal. This performance bond will guarantee the vendor's faithful performance of all terms of the contract throughout the life of the contract.

Proposal Bond: A proposal deposit in the form of a surety bond in the amount of 5% of the projected annual sales in the first year of the contact issued by a bonding company authorized to do business in Illinois shall be made payable to Lyons Township High School District 204 must be included with the proposal. No other form of proposal deposit shall be considered. All proposals without a surety bond will be disqualified and will be considered as non-responsive. The bond will be returned to an unsuccessful FSMC upon award of the contract.

3. District and FSMC Responsibilities

A summary of cost responsibilities is contained in Schedule B.

A. Equipment - District

1. The District shall be responsible for any losses that may arise due to District-owned equipment malfunction or loss of electrical power not within the control of the FSMC.
2. The District shall not be responsible for loss or damage to equipment owned by the FSMC and located on the District premises, unless loss or damage is caused by employees of the District.
3. The District shall furnish and install any equipment or make any structural changes needed to comply with Federal, State and local laws.

B. Equipment - FSMC

1. All food preparation and serving equipment owned by the District shall remain on the premises of the District.
2. The FSMC shall notify the District of any equipment belonging to the contractor on District premises within ten (10) days of its placement on the District premises.
3. The FSMC shall recommend to the District the purchase of new or replacement equipment as needed.
4. The FSMC shall account for all equipment and protect it from pilferage or destruction.
5. The FSMC shall operate and care for all equipment (including District-owned equipment) and food service areas (walls, windows, lights, etc.) in a clean, safe and healthy condition in accordance with standards acceptable to the District and comply with all applicable laws, ordinances, rules and regulations of Federal, State and local authorities.

C. Repairs - District

The District will be responsible for:

1. Maintenance of District-owned equipment in need of repair.
2. Maintaining the facilities in a good state of repair and free from vermin.
3. The District shall be responsible for repairs to all permanent fixtures such as faucets, lights, sewers, air conditioning, heating and all other electrical work not considered food equipment.

D. Repairs - FSMC

The FSMC will coordinate the repair or replacement of any equipment not functioning properly with the designated District personnel that has repair responsibility. The FSMC will be responsible for repair or replacement of any equipment that is not functioning properly due to their own neglect or misuse.

E. Use of Facilities - District

1. The District shall furnish at its expense, space, light, heat, power, hot and cold water and other utilities as are necessary for the operation of the food services to be furnished hereunder.
2. The District shall make available without cost to the FSMC, areas of the premises designated by the District in which the FSMC shall render its services such area or areas reasonably necessary for providing efficient food service.
3. If the District approves the use of the facilities for extracurricular activities before or after the District's regularly scheduled meal periods, the District shall return facilities and equipment to the FSMC in the same condition as received, normal wear and tear accepted.
4. The District may request of the FSMC, additional food service programs however, the District reserves the right, at its sole discretion, to sell or dispense any food or beverage, or allow use of the facility by outside groups, before or after the District's regularly scheduled lunch or breakfast periods, provided such use does not interfere with the operations of the school lunch or breakfast programs.
5. The District shall have unlimited access to all areas used by the FSMC for purposes of inspections and audits.

F. Sanitation/Safety - District

1. The District shall remove all garbage and trash from the designated areas.
2. The District shall be responsible for cleaning the floors in the dining, serving and kitchen areas.
3. The District shall be responsible for providing reasonably safe kitchen and dining areas.
4. The District shall be responsible for pest control.

G. Sanitation/Safety - FSMC

1. The FSMC shall place garbage and trash in designated areas.
2. The FSMC shall clean the kitchen area, including but not limited to sinks, counters, tables, chairs, silverware and utensils.

3. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.
4. The FSMC shall maintain safety programs for employees as required.
5. The FSMC will provide sanitation standards covering housekeeping, preparation, storage, employees and equipment. The FSMC will also make adjustments to practices and operation of equipment as required.
6. The FSMC shall cooperate in any District recycling program efforts.
7. The FSMC shall be responsible for cleaning of ducts and hoods below the filter line.

4. FSMC Employees

- A. The FSMC is expected to provide training and development programs for its employees. Said training will include training regarding obligations under the Illinois Abused and Neglected Child Reporting Act and Faith's Law (PA 102-0676 and PA 102-0702), as amended.
- B. The FSMC is required to maintain current hours, comparable wages, benefits and number of positions.
 1. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurances and Workers' Compensation. All food service employees shall comply with all rules of the District.
 2. The FSMC and its employees shall comply with all wage and hours of employment requirements of Federal and State law.
 3. All employees of the FSMC shall be paid in accordance with the *Fair Labor Standards Act*, as amended and any other applicable statutes.
 4. The FSMC shall comply with *Title VII of the Civil Rights Act of 1964* and the implementation of regulations issued thereunder and any additional amendments thereto.
 5. The FSMC shall maintain its own personnel policies and comparable fringe benefits for its employees, subject to review by the District. The FSMC shall supply with this proposal a full description of the proposed benefit package, including but not limited to, levels of coverage, co-payment features and any other limitations should be equal to current benefits.
 6. The FSMC shall instruct its employees to abide by the policies, rules and regulations, with respect to its use of District premises as established by District from time to time and which are furnished in writing to the FSMC.

7. The FSMC and the District shall mutually agree upon any changes to the staffing patterns provided in the FSMC response.
 8. The District shall submit to the FSMC a current schedule of employee positions and hours of work in Schedule C. FSMCs are required to complete all columns of Schedule C indicating the hours worked, hourly wage rates, number of days paid, annual wage totals and annual benefit costs projected. Proposals must include a detailed outline of the benefit eligibility requirements, benefits provided and the timeline indicating when the employee will be covered by the benefits. The FSMC agrees that the employees' hours listed in Schedule C are not used for catering or Special Functions.
 9. The District may request in writing the removal of an employee of the FSMC 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, as determined in the District's sole discretion.
 10. In the event of the removal or suspension of any employee, the FSMC shall immediately restructure its staff without disruption in service.
 11. The FSMC shall conduct periodic training for all food service employees. A copy of the training and development program should be provided with the proposal.
 12. The FSMC shall conduct a criminal background check, as described in 105 ILCS 10-21.9, including checks of the Illinois Statewide Murderers and Violent Offenders Against Youth Database and the Sex Offender Database, at its own expense, of all employees prior to hiring and at any other time required by law, and provide to the District copies of the background reports for each employee who will have direct daily contact with students or will be on site while students are present.
 13. All employees are to be provided with new sets of uniforms, including head covering. This is a responsibility of the FSMC.
 14. The FSMC shall honor the existing contract of the union representing the food service employees, and will be solely responsible for negotiating in good faith future agreements with said union as needed.
5. Free and Reduced Meal Policy
- A. The written policy of the District requiring feeding of needy children, free or at reduced price, shall apply to the FSMCs food service operation. The policy is on file in the District Office. The District shall be responsible for implementation of this policy.
 - B. The FSMC will be responsible for implementing policies covering free meal programs for those students designated by the District as meeting Federal and State agency requirements for those programs. All such meals shall be served and accounted for in a manner approved by the District so as to protect the anonymity of the recipients. Meals shall be served and proper, accurate pupil participation records shall be maintained by the FSMC. Statistics indicating historical eligibility levels are included in

the attachments of this Invitation to Proposal.

C. The cost of free meals is to be absorbed by the program.

6. Prices/Portion

The FSMC shall recommend meal prices and portions for approval by the District. The FSMC shall not alter the prices once approved without prior notice and written approval by the District.

7. Purchase Specifications and Rebates

The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the District's food service program. The grade, purchase unit, style, weight, ingredients, formulations, etc., as agreed by the District shall be complied with by the FSMC.

All goods, services, or monies received as a result of a rebate shall be credited to the District.

In Addition to other requirements of this Request for Proposal, the FSMC will, with respect to the procurement of food, make good faith efforts to:

- a) Promote the health and well-being of students in compliance with U.S. Department of Agriculture nutrition standards for school meals;
- b) Promote scratch-made, minimally processed foods;
- c) Give preference to State or regional supplies that source local food products;
- d) Use food suppliers that utilize producers that adopt hormone and pest management practices recommended by the United States Department of Agriculture;
- e) Use food suppliers that value animal welfare, and
- f) Increase opportunities for business owned and operated by minorities, women or persons with disabilities.

At the time of submitting the proposal, to the best of its ability, the FSMC will submit food supplier data, including names and address of suppliers, distributors, processors and producers involved in the provision of the products the FSMC will supply. At the request of the District, the FSMC will provide this information annually.

8. Meals

A. The FSMC shall promote maximum participation.

B. The FSMC shall provide condiments and utensils as needed. The District currently uses plastic utensils.

C. The FSMC shall use the District facilities for the preparation of food to be served in the District's student and staff cafeterias.

- D. The FSMC shall provide, upon request by the District, menus to be reviewed.
- E. In addition to an "A La Carte" menu which is attached hereto as Schedule F, the FSMC should provide a "reimbursable meal" patterned after the federal program with several daily options.

9. Quality of Food Program

The FSMC will provide a quality food program the level of which is mutually agreed on by the FSMC and the District.

10. Inventory, Storage and Procurement of Food

- A. The FSMC shall purchase all food and non-food commodities at the lowest price possible, consistent with maintaining quality standards.
- B. The FSMC shall honor existing contracts if advantageous to the District.
- C. The FSMC and the District shall inventory the equipment supplies owned by the District at the beginning of the contract year, including but not limited to flatware, trays, chinaware, glassware, kitchen utensils and supplies owned by the District at the start of the contract.

11. Accounting and Reporting Systems

- A. The FSMC shall assume accountability and responsibility for:
 - 1. Daily bookkeeping and recording functions with use of the District software.
 - 2. Receipt and deposit of all revenue
 - 3. Monthly Sales Reports
 - 4. Annual Budgeting
 - 5. Cost and Inventory Controls
 - 6. Preparation of records for annual audit by District
- B. The FSMC shall provide District 204 with a year-end statement, sixty (60) days after the close of the school term. The FSMC will also provide monthly operating statements with-in twenty (20) days after the end of the month.
- C. The FSMC shall maintain records (supported by invoices, receipts or other evidence) to support all allowable expenses appearing on the monthly operating statement in an orderly fashion according to expense categories.
- D. The District, at its own expense, shall audit the FSMC's operations as part of its year-end audit. The District reserves the right to randomly audit individual months of operations.
- E. The District shall designate by name and title the employee whose responsibility it shall be to supervise and audit all financially related operations of the FSMC.

F. Books and records of the FSMC pertaining to the school food service operations shall be available at the District for a period of three (3) years from the end of the fiscal year, to which they pertain, for inspection and audit.

G. The District will have read-only access to the POS system in use for review of sales.

12. Involvement of Students, Staff, and Patrons

A. The FSMC shall provide time for regular meetings with appointed District personnel and students to determine ways to improve the program.

B. The FSMC will provide notice to the District of meetings when food service matters are on agenda or participation is requested.

13. Nutrition Education

The FSMC shall promote the nutritional education aspects of the District's food service program and cooperate in the efforts of the District to coordinate these aspects with classroom instruction in accordance with the District's Wellness Policy.

14. Licenses, Fees, Taxes

A. The FSMC shall obtain and post all applicable health permits for its facilities.

B. The FSMC shall comply with all health and safety regulations required by Federal, State or local law.

C. The FSMC shall comply with all building rules and regulations.

D. The FSMC shall have State or local health certification for any facility outside the District in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract.

15. Revenue

Food service revenue includes all sales to students, staff and catering for the program it manages and federal milk reimbursements. It excludes vending revenue from vending machines located in the District.

16. Insurance

During the term of this Agreement, FSMC, at its sole cost and expense, and for the benefit of District, shall carry and maintain the following insurance:

- Commercial General Liability insurance, insuring against all liability of FSMC related to this Agreement, with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate;
- Automobile liability Insurance with a combined single limit of \$1,000,000;

- Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for FSMC's respective employees with Employers Liability of limits of \$1,000,000 Each Accident; \$1,000,000 Disease – Each Employee; \$1,000,000 – Policy Limit;
- Umbrella or Excess Liability insurance providing follow form coverage to the underlying coverages with minimum limits of Five Million Dollars (\$5,000,000) per occurrence and Five Million Dollars (\$5,000,000) general aggregate; and

The General Liability and Umbrella or Excess Liability insurance shall include Sexual Misconduct coverage. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The Commercial General Liability, Automobile Liability, Umbrella or Excess Liability insurance policies shall name District, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District. FSMC shall provide District with certificates of insurance and/or copies of policies reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to District.

The FSMC waives all right against District and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the commercial General Liability, Commercial Automobile Liability, Excess Liability, and Employers Liability obtained pursuant to the requirements of this agreement. Such insurance shall be primary and is not in addition to, or contributing with any other insurance carrier by the District.

The FSMC will provide the District with certificates of insurance for all coverage listed herein, naming the District as an additional insured, evidencing required coverage and limits of coverage's not less than fourteen (14) days prior to the inception date of this agreement. All insurance companies must be rated A1 or better by the current Best's Rating Guide and approved by the District.

During the terms of the Agreement, the District may have access to or become acquainted with various trade secrets and confidential information of the FSMC, including recipes, dietary surveys and studies, management guidelines and procedures, operating manuals, and similar complications and documents regularly used in the operations of the business of the FSMC. The District shall not disclose any of the FSMC's trade secrets or confidential information, directly or indirectly, during or subsequent to the term of this Agreement.

To the fullest extent allowed by law, FSMC agrees to indemnify, reimburse, save and hold the District harmless against any and all liabilities, costs, damages, expenses, claims and fees (including reasonable attorney's fees), that District might incur arising out of or related in any way to FSMC performance of its obligations under this Agreement. FSMC shall maintain Commercial Liability Insurance with contractual liability coverage

specifically insuring FSMC's indemnification obligation contained in this section.

17. Term, Termination

- A. This contract is effective for a five-year period commencing July 1, 2025 – June 30, 2030, and may be renewed by mutual agreement on an annual basis. If the FSMC wishes to not renew the agreement on its anniversary, it shall provide 90 days' notice before the end of the school year (June 30 of each year).
- B. This contract can be terminated by either the District or FSMC for cause with 60 days' notice.
- C. Neither the FSMC nor the District shall be responsible for any losses if the fulfillment of the terms of the contract should be delayed by wars, acts of public enemies, strikes, fires, floods, act of God, or any acts not within the control of either the FSMC or the District, and which by the exercise of due diligence it is unable to prevent.
- D. The District shall have the right to terminate this Agreement with or without cause by providing FSMC with a sixty-day (60) written notice of District's intent to terminate. Upon such termination, FSMC shall be entitled to be paid for any services performed prior to the effective termination date.

18. Transition

The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs and timetable and support personnel involved in the implementation of services.

19. Financial - Proposal Price

All proposals shall be valid and may not be withdrawn for ninety-days (90) after submission. The proposal price must be in the form of a percentage commission on sales. The FSMC will be responsible for the cost of operations unless the cost is specifically defined as the District's. It is the desire of the Board of Education that the food service program income will be sufficient to cover all program costs. In preparing their proposals, FSMC's should state their capabilities and approach to operating such a program and they must indicate any conditions, qualifications or financial arrangements that are required to reach this goal. All assumptions used in calculating the financial projections shall be clearly defined in the financial section of each proposal. Factors not clearly identified shall be the sole responsibility of the FSMC.

20. Special and General Conditions

- A. The FSMC will comply with the Special and General Conditions attached hereto and in all respects made a part of this Invitation to Proposal.
- B. The FSMC shall adhere to all applicable statutes, and all related regulations prescribed by the Federal Government, the State of Illinois, the local Department of Public Health and the District governing food services in public facilities.

- C. The FSMC shall provide catering service for District functions when requested. The FSMC must include detailed information about their catering programs and a sample menu. The District will be billed for any catering services in a timely manner.
- D. No alterations, changes or improvements shall be made to the areas of the District's facilities provided to the FSMC for its use without obtaining prior written permission of the District with the final decision as to alterations, changes or improvements reserved solely for the District. All bills for catering service will be paid by the District in accordance with the provisions of the Illinois Local Government Prompt Payment Act.

21. Rental of Facilities for Community Use

The District retains the right to rent food service facilities during non-school hours or weekends, provided that such rental does not interfere with the normal food service operation. When such activities take place, the District may require that a member(s) of the food service staff designated by the resident manager be on duty.

22. Submission of Proposals

- A. Proposals shall include financial form provided by the District and reflected as Schedule G.
- B. Clarification of interpretation must be made to the District prior to or during the pre-proposal conference. All Companies will receive an answer seventy-two (72) hours after the pre-proposal conference.
- C. The FSMC must submit two paper copies of their entire proposal for review.

23. Acceptance of Proposals and Awards

It is the intent of the District to accept the proposal that will best promote the public interest and is most advantageous to the District as determined by the District in its sole discretion. The criteria in Section IV of this Proposal will be used to evaluate all proposals.

24. Compliance with Public Bidding Laws

- A. The FSCM hereby certifies that its officers, employees, and agents, are not barred from bidding and entering into the underlying contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Illinois *School Code* (105 ILCS 5/10-20.21). The FSMC shall execute the certification Attached hereto as Schedule H and submit it with this proposal.
- B. The FSMC asserts that it is not falsely representing that it is a minority owned business, female owned business, or a business owned by a person with a disability.
- C. The FSMC shall at all times observe and comply with all laws, ordinances, regulations, and codes of the Federal, State, County, and other local government agencies, which

may in any manner affect the preparation of proposals or the performance of the contract including, but not limited to, the Illinois *Prevailing Wage Act*, the *Equal Employment Opportunity Act* and the Illinois *Criminal Code*. In addition, the FSMC must comply with the Illinois *Human Rights Act* and the equal employment opportunity provisions referenced by the Illinois Department of Human Rights regulations (44 Ill. Admin. Code 750.10). Such provisions are attached hereto as Schedule I and shall be deemed incorporated into the Contract of the successful bidder.

SECTION III: PROPOSAL FORMAT AND CONTENTS

1. Proposal Format and Contents

Proposals must be concise and in outline format. Pertinent supplemental information should be referenced and included as attachments. All proposals must address the following:

A. Letter of Transmittal

The Letter of Transmittal should include:

1. An introduction of the FSMC Company.
2. The name, address and telephone number of the person to be contacted, along with others who are authorized to represent the company in dealing with the proposal.
3. An expression of the FSMC's ability and desire to meet the requirements of the proposal.
4. Any other information not appropriately contained in the proposal itself should also be included.

B. Executive Summary

Provide an Executive Summary which:

1. Briefly describes the FSMC's approach to the proposal and clearly indicates any options or alternatives.
2. Indicate any major requirements that cannot be met by the FSMC.
3. Highlights the major features of the proposal and identifies any supporting information considered pertinent. Please consider the criteria in Section IV.

In short, the reader should be able to determine the essence of the proposal and generally how well it meets the requirements by reading the Executive Summary.

C. Detailed Discussion

This section should constitute the major portion of the proposal. Please include at least the following information. Please emphasize the criteria and discussion points in Section IV of this Invitation to Proposal.

1. Experience, References and Service Capability

- a. Describe the FSMC's experience as managers and consultants of food service operations in general and public schools in particular.
- b. Include a list of all operations and locations where you are operating school food service. Give the length of time, name, address and telephone number of a contact person for each operation. FSMC must currently be providing food management services to five (5) school districts of similar size and sales volume.
- c. Include a list of all Illinois public school district contracts lost in the last three (3) years.
- d. Include the resume and background of the proposed food service director for the District and the person who will supervise the work of the Food Service Director and how your company will ensure the best performance.
- e. Include a table of company organization and a plan for the management, supervision and staffing proposed under this contract.
- f. Include the company organization including all positions that are non-school based.

2. Financial Condition

Provide data to indicate the financial condition of the company. This must include financial statements for the last three (3) years.

3. Accounting and Reporting Systems

Describe complete accounting procedures you will use:

- a. Inventory control
- b. Method of recording, checking and reporting sales
- c. Internal control of cash handling
- d. Internal audit systems
- e. All regular accounting forms used with detailed explanations
- f. All regular reports used with detailed explanations

4. Personnel Management and Training

- a. What is your company's personnel management philosophy, particularly

regarding Food Service Directors and their relationship to staff?

- b. Describe training and development programs you will provide for hourly employees and management personnel.
- c. How does your firm attempt to improve employee morale and reduce turnover?

5. Innovation and Promotion of the Food Service Program

- a. How would your food service program for the District differ from current operations? Describe the costs to the District and/or its students and faculty/staff and benefits of your proposed changes.
- b. Describe how you would implement changes. Include a staffing model if different from current staffing.
- c. How would you involve employees to use their expertise and experience in making future innovations?
- d. Provide examples of service and merchandising programs.
- e. What is your philosophy regarding promotion (increasing awareness and participation) of the food service program? How would you implement this philosophy in our District?
- f. Please provide a recommendation of facility changes or new or replacement equipment needed to support the food service program.
- g. The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs, and timetable and support personnel involved in the implementation of services.
- h. Please provide a narrative detailing the anticipated top five (5) challenges to overcome at Lyons Township High School.

6. Involvement of Students, Staff and Patrons

What is your philosophy and plans regarding involvement of students, teachers, administrators and parents in program evaluation and selection of menus, discussion of nutritional issues, etc.?

7. Menu Selection, Food Quality and Portion Size

- a. Describe your approach for each of the following:
 - 1. Food philosophy and/or nutrition standards
 - 2. Menu selection (include menus you will implement)
 - 3. Food quality
 - 4. Portion quantities

- b. Actual menus to be implemented
- c. See the provided list of current ala carte items and current prices in Schedule F.

8. Cost Information

- a. List terms and frequency of payment of commission to the district.
- b. List any assumptions used in the financial projections presented.

9. Performance

- a. Provide a cashier's check or bond in the amount of 5% of the annual revenue. This must be included with your proposal. It will be returned to an unsuccessful FSMC upon award of the contract.
- b. Provide a surety letter of intent or equal from a bonding company which demonstrates your company's ability to acquire a performance bond for the amount of the contract should it be required.
- c. The cost of the bonds is the responsibility of the FSMC.

10. Submission of Proposal

- a. Portions of the proposal shall be submitted on the blank financial forms provided by the District, Schedule G.
- b. Clarification of interpretation must be made to the District prior to the submission of the proposal.

SECTION IV. EVALUATION OF PROPOSALS

1. Proposal Evaluation Criteria

A. Proposals will be evaluated against the following criteria with assigned weights as indicated. Each area of the evaluation should be addressed in detail in the proposal. The District retains the right to reject any or all proposals, either in part or in their entirety, and to waive any technicalities, if in its sole judgment, it will be in the best interest of the District to do so. The scoring of proposals is at the sole discretion of the District and for purpose of analyzing the proposals. While the District intends to evaluate the proposals using the following criteria, use of the criteria shall not be construed to require the District to select a proposal based solely on the aggregate total "score" allocated in the proposal.

| Weight | Criteria |
|--------|--------------------|
| 40 | Financial Proposal |

| | |
|-----|--|
| 20 | Quality of Food Program - Presentation of Food, Food Taste, Menu Diversity from Tours, Food Philosophy/Standards |
| 20 | Depth of Management - Special Emphasis on Local Management, Business Plan, Marketing Strategy, Communication, Training Strategy, Promotion of Program, Nutrition |
| 10 | Past Performance and References - Overall past performance with other Districts, Evidence of student participation increases |
| 10 | Financial Stability and ability to service a large high school district |
| 100 | TOTAL |

B. The Company

The quality, stability and overall perception of the food service program. Basic Requirements:

- The FSMC must provide an appealing and nutritionally sound ‘reimbursable lunch’ and Ala Carte program for students.
- The District food service operation must be a self-sufficient operation.
- The FSMC must increase participation at all levels by improving food quality at the service point. The FSMC must provide at least three (3) letters of recommendations from school districts in Illinois. In addition, the FSMC must provide each letter's corresponding contact information (name, title, phone number).

C. The Food Service Director

The quality of the FSMC management personnel that are assigned to the District. Basic Requirements:

- The FSMC must provide a resident manager to direct the food services program and to implement the cooperatively agreed upon upgrades. This person must have at least three (3) years of management experience in the child nutrition management business, a significant portion of which must be in a high school setting. This person needs to be in place by July 1, 2025.
- The District shall be provided the opportunity to review all applicants and make recommendations to the FSMC on management staffing decisions.
- The FSMC shall provide a management staff and structure which will offer adequate help and focus to ensure that the District's school food program is one of consistent top quality and of positive regard to students, staff and the public.
- The FSMC shall appoint management staffs who have knowledge and experience in the areas of (1) selecting and procuring food, (2) nutrition, (3) menu planning, (4) on-site production, (5) quality control, (6) employee supervision, (7) staff management, (8) employee motivation/recruitment and (9) public relations.

In order to meet basic requirements, please respond to the following:

- Minimum qualifications and experience of personnel assigned;
- Evidence of training programs demonstrating ability and experience in institutional food preparation and personnel management techniques;
- Other relevant information

D. Marketing Program

Marketing Plan to increase participation, create an age-relevant atmosphere that would speak to students, menu variety, and nutrition program offered.

- Promotion of school lunch program (philosophy, initiatives, campaigns)
- Corporate & Regional marketing management support to Food Service Director
- Depth of marketing plans targeted to an age-relevant group
- Marketing strategy for the future
- Resources available to school district's nutrition education initiatives
- Menu development program
- Nutrition programs
- Customer (student, parent, administration) service survey programs
- Communication plan to students
- Menu planning
- Demonstrate the FSMC's ability to develop research and implement marketing programs that enhance participation.

E. The Company

The quality and extent of service provided by the FSMC

Basic Requirements:

- The FSMC must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading their food services operation.
- The FSMC must have extensive involvement and experience in the school food services field in the areas of (1) designing facilities, (2) selecting and procuring food service equipment, (3) nutrition, (4) menu planning, (5) on-site production, (6) Quality control, (7) employee supervision, (8) staff management training, (9) employee motivation and positive involvement, (10) marketing and (11) public relations.

In order to meet basic requirements, please respond to the following:

- Evidence that the FSMC has been doing business for five (5) consecutive years or more with public high school districts.
- Evidence that the FSMC is licensed to do business in the State of Illinois;
- Reference/contact information for all FSMC's current clients in the State of Illinois;
- Most recent financial statements or annual report;
- Frequency of management staff training and home office support;

- Actual menus to be implemented.
- Provide a listing of ala carte items and proposed price.
- Why are your menus better than other FSMC's?
- How is your food quality better than your competitors?
- The FSMC shall provide, upon request by the District, menus to be reviewed and approved by the District and available for distribution ten (10) days prior to preparation and service of foods.
- List the District costs for any fees to be charged for not otherwise paid by the District.
- If consulting services are not covered in management fees, list those services along with the extra charges.
- List payment terms and arrangements.

F. Annual Return

Complete annual return projections in Schedule G.

2. Oral Presentation

An oral presentation by an FSMC to supplement a proposal may be required. These presentations, if required, will be scheduled if required by the District subsequent to the receipt of proposals and prior to the award.

3. Proprietary Information

FSMC's are requested to mark any specific information contained in their proposal, which is not to be disclosed to the public or issued for purposes other than the evaluation of the proposals. Pricing and service elements of the successful proposal will not be considered proprietary.

Lyons Township High School District 204
Supporting Documentation

- A) Proposed Contract
- B) Food Service Cost Responsibility
- C) Employee Staffing Schedule
- D) Current Enrollment/Meal Service Times
- E) Daily Schedule
- F) Ala Carte Items & Price List
- G) Annual Return
- H) Proposal Rigging Certification
- I) Equal Employment Opportunity Clause
- J) 2025-2026 School Calendar

SCHEDULE A

Please provide a sample contract you would recommend if awarded the business. It is recommended that the specifications contained in this proposal become the contract language to be used.

SCHEDULE B

COST RESPONSIBILITY SURVEY

| FOOD | FOOD SERVICE MANAGEMENT COMPANY | SCHOOL DISTRICT |
|---|---------------------------------------|--------------------|
| Food Purchasing | X | |
| Processing of Invoices | X | |
| Payment of Invoices | X | |
| LABOR | | |
| Payment of Hourly Regular Full-Time Wages | X | |
| Payroll Taxes of Hourly Employees | X | |
| Fringe Benefits & Ins. of Hourly Employees | X | |
| Preparation of Hourly Employees Payroll | X | |
| Processing of Hourly Employees Payroll | X | |
| Workers Compensation for Hourly Employees | X | |
| ADDITIONAL ITEMS | | |
| Plasticware, disposable trays, disposable plates | | XX |
| Telephone: Local | | XX |
| Telephone/Fax: Long Distance | | XX |
| Cost of cleaning products for kitchen | X | |
| Removal of Trash and Garbage from Kitchen to dumpster/compactor | | XX |
| Removal of Trash and Garbage from dining area to dumpster/compactor | | XX |
| Cost of trash removal from premises | | XX |
| Replacement of Expendable Equipment: Pots, Pans, etc. | | XX |
| Replacement of Non-Expendable Equipment | | XX |
| Products & Public Liability Insurance | X | |
| Cost of Repairing Equipment (Up to Budgeted Dollar Amount) | | XX |
| Uniforms | X | |
| ADDITIONAL ITEMS | | |
| Travel, Local: Required as Requested | X | |
| Detergent and Cleaning Supplies | X | |
| Paper Supplies | X | |

| CLEANING | FOOD SERVICE MANAGEMENT COMPANY | WT HS SCHOOL District |
|--|---------------------------------------|--------------------------|
| Menu Paper and Printing | X | |
| Postage | X | |
| Taxes/Licenses | X | |
| Pest Control | | XX |
| Utilities | | XX |
| Permits | | XX |
| Criminal Background Checks | X | |
| Ceiling, Light Fixtures, and Fans | | XX |
| Dish Washing | X | |
| Equipment | X | |
| Hoods | | XX |
| Floors | | XX |
| Rest Rooms | | XX |
| Vent Hold from Inside to Filter | | XX |
| Vent from Hoods to Outside | | XX |
| Walls | | XX |
| Cafeteria Tables – Between Lunch Periods | X | |
| Cafeteria Tables -After Lunch Periods | | XX |

STAFFING PATTERN

As the current employer of all employees listed, the undersigned does hereby certify that all information provided in this exhibit is accurate.

Current Employer: Sodexo

Signature of current employer authorized representative: Shacana Watkins

Date: 2/20/25

Benefits offered to Full-Time Employees (insert #) hours or more: (list all benefits, insurance, etc. offered)

Benefits offered to Part-Time Employees less than (insert #) hours: (list all benefits, insurance, etc. offered)

*Type of Health Insurance: E=Employee; E+1; E+2; etc.; F=Family; D=Dental; V=Vision; N=None

| School Name | Position | Daily Hours Worked | Hourly Wages | Annual Work Days | Annual Open/Close Days | Annual Paid Sick Days | Annual Paid Vacation | Annual Paid Holidays | Type of Health Insurance* | Employer-Paid % Benefit Match | Salary Total |
|-------------|-----------------------|--------------------|--------------|------------------|------------------------|-----------------------|----------------------|----------------------|---------------------------|-------------------------------|------------------|
| | Food Service Director | | | | | | | | | | To be determined |
| LTN | Senior Supervisor | 8 | \$25.00 | 176 | 4 | 5 | 10 | 10 | FDV | 401k | \$41,000.00 |
| LTN | Cook | 8 | \$19.00 | 176 | 4 | 5 | 15 | 10 | FDV | CBA | \$31,920.00 |
| LTN | Cook | 8 | \$17.00 | 176 | 4 | 0 | 0 | 10 | FDV | CBA | \$25,840.00 |
| LTN | FSW/Cashier | 8 | \$19.05 | 176 | 4 | 5 | 15 | 10 | FDV | CBA | \$32,004.00 |
| LTN | FSW/Cashier | 6 | \$17.44 | 176 | 4 | 4 | 15 | 10 | FDV | CBA | \$21,869.76 |
| LTN | FSW/Cashier | 6 | \$17.44 | 176 | 4 | 4 | 15 | 10 | FDV | CBA | \$21,869.76 |
| LTN | FSW/Cashier | 6 | \$17.44 | 176 | 4 | 4 | 15 | 10 | FDV | CBA | \$21,869.76 |
| LTN | FSW/Cashier | 6 | \$17.44 | 176 | 4 | 4 | 10 | 10 | FDV | CBA | \$21,346.56 |
| LTN | FSW/Cashier | 5 | \$16.15 | 176 | 4 | 3 | 10 | 10 | N | CBA | \$16,392.25 |
| LTN | FSW/Cashier | 5 | \$16.15 | 176 | 4 | 2 | 10 | 10 | N | CBA | \$16,311.50 |
| LTN | FSW/Cashier | 5 | \$15.85 | 176 | 4 | 2 | 5 | 10 | N | CBA | \$15,612.25 |
| LTN | FSW/Cashier | 3 | \$15.70 | 176 | 4 | 2 | 5 | 10 | N | CBA | \$9,278.70 |
| LTS | Supervisor | 8 | \$20.70 | 176 | 4 | 5 | 10 | 10 | FDV | 401k | \$33,948.00 |
| LTS | Cook | 8 | \$17.00 | 176 | 4 | 0 | 0 | 10 | FDV | CBA | \$25,840.00 |
| LTS | Cook | 8 | \$17.00 | 176 | 4 | 0 | 0 | 10 | FDV | CBA | \$25,840.00 |
| LTS | FSW/Cashier | 8 | \$18.04 | 176 | 4 | 5 | 15 | 10 | FDV | CBA | \$30,307.20 |
| LTS | FSW/Cashier | 6 | \$17.44 | 176 | 4 | 5 | 15 | 10 | FDV | CBA | \$21,974.40 |
| LTS | FSW/Cashier | 6 | \$16.45 | 176 | 4 | 4 | 15 | 10 | FDV | CBA | \$20,628.30 |
| LTS | FSW/Cashier | 6 | \$16.45 | 176 | 4 | 4 | 15 | 10 | FDV | CBA | \$20,628.30 |
| LTS | FSW/Cashier | 6 | \$16.15 | 176 | 4 | 4 | 10 | 10 | FDV | CBA | \$19,767.60 |
| LTS | FSW/Cashier | 6 | \$15.85 | 176 | 4 | 3 | 10 | 10 | FDV | CBA | \$19,305.30 |
| LTS | FSW/Cashier | 5 | \$15.50 | 176 | 4 | 3 | 5 | 10 | N | CBA | \$15,345.00 |
| LTS | FSW/Cashier | 5 | \$15.50 | 176 | 4 | 0 | 0 | 10 | N | CBA | \$14,725.00 |
| LTS | FSW/Cashier | 5 | \$15.50 | 176 | 4 | 0 | 0 | 10 | N | CBA | \$14,725.00 |

| | | | | | | | | | |
|---|---------------------------------|-------------------------------------|--------------------------------|------------------------------------|------------------------------|-----------------------------------|----------------------------------|--|--|
| Minimum Initial Contract Term Estimated Labor Cost \$538,348.64 | Total Daily Hours 151 | Total Hourly Wages 415.24 | Total Work Days 4224 | Total Open/Close Days 96 | Total Sick Days 73 | Total Vacation Days 220 | Total Holiday Days 240 | Total Anticipated Benefit Costs 0.00 | Total Salary Cost \$538,348.64 |
|---|---------------------------------|-------------------------------------|--------------------------------|------------------------------------|------------------------------|-----------------------------------|----------------------------------|--|--|

SCHEDULE D

**Lyons Township High School District 204
Revenue/Sales History, Free Lunch History and Enrollment Information**

Sales History

| | 2021-2022 | 2022-2023 | 2023-2024 |
|---------------------------------|------------------|------------------|------------------|
| Sales – North Campus | \$522,133 | \$674,680 | \$565,972 |
| Sales – South Campus | \$391,076 | \$529,940 | \$502,065 |
| Catering – North Campus | \$20,339 | \$20,986 | \$22,513 |
| Catering – South Campus | \$20,407 | \$10,693 | \$9,310 |
| Total Sales | \$953,955 | \$1,236,299 | 1,099,860 |
| # Free Eligible | 510 | 512 | 486 |
| # Free Lunches Served | 24,119 | 27,273 | 27,136 |
| # Free Breakfasts Served | 731 | 473 | 5,773 |
| Enrollment | 3,956 | 3,845 | 3,713 |

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204



BELL SCHEDULE 2024-2025

LUNCH

LUNCH

| Regular Schedule | Period | Late Start |
|------------------|---------------------|-------------|
| 7:40 | Warning Bell | 9:10 |
| 7:45-8:33 | 1 | 9:15-9:48 |
| 8:39-9:27 | 2 | 9:54-10:27 |
| 9:33-10:21 | 3 | 10:33-11:06 |
| 10:27-10:52 | 4A | 11:12-11:37 |
| 10:57-11:22 | 4B | 11:42-12:07 |
| 11:28-11:53 | 5A | 12:13-12:38 |
| 11:58-12:23 | 5B | 12:43-1:08 |
| 12:29-1:17 | 6 | 1:14-1:47 |
| 1:23-2:11 | 7 | 1:53-2:26 |
| 2:17-3:05 | 8 | 2:32-3:05 |

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204



BELL SCHEDULE

2024-2025

| Period | Comm Schedule | School Improvement Day | Delayed Start |
|--------|-----------------------------|------------------------|---------------|
| 1 | 7:45-8:29 | 7:45-8:08 | 10:00-10:25 |
| 2 | 8:35-9:19 | 8:14-8:37 | 10:31-10:56 |
| 3 | 9:25-10:33 (Comm Period) | 8:43-9:06 | 11:02-11:27 |
| 4A | 10:39-11:04 | 9:12-9:35 | 11:33-11:58 |
| 4B | 11:09-11:34 | (No Lunches) | 12:04-12:29 |
| 5A | 11:40-12:05 | 9:41-10:04 | 12:35-1:00 |
| 5B | 12:10-12:35 | (No Lunches) | 1:06-1:31 |
| 6 | 12:41-1:25 | 10:10-10:33 | 1:37-2:02 |
| 7 | 1:31-2:15 | 10:39-11:02 | 2:08-2:33 |
| 8 | 2:21-3:05 | 11:08-11:30 | 2:39-3:05 |

SCHEDULE F

LYONS TOWNSHIP HIGH SCHOOL DISTRICT STUDENT & ADULT PRICING 2024 - 2025

| BEVERAGES: | Price | SNACKS: | Price | SOUPS / CHILI / CRACKERS | Price |
|------------------------------------|----------------------|--|----------------------|---------------------------------------|--------------|
| Agua Fresca, cans | \$3.25 | Applesauce cup | 0.75 | Chili w/2 crackers, 12oz | \$5.00 |
| Aha, 16oz cans | \$3.00 | Brownie, Alpha Baking | \$2.45 | Chili w/2 crackers, 8 oz. | \$3.50 |
| Bottled Soda/20 oz. | \$2.75 | Cake, Sheet (GFS banana) | \$2.25 | | |
| Body Armor, all flavors | \$3.60 | Cheez Its | \$1.00 | Crackers, Saltine 2 pk. | \$0.20 |
| Canned Soda, 12 oz | \$1.75 | Chips, Grab Bag | \$1.50 | Soup, Homemade 12 oz. | \$3.75 |
| Coffee, 16 oz. | \$1.75 | Chips, Small SSV bags | \$1.00 | | |
| Coffee, 12oz-Reg. Decaf. | \$1.50 | Cookie, Chips Ahoy mini pkg | \$1.25 | Soup, Homemade 8 oz. | \$2.75 |
| Coffee, Iced Dunkin Cans | \$3.00 | Cookie, Choc Chip Otis 2 oz | \$0.80 | Soup, Restaurant Style, 12 oz | \$5.00 |
| Coffee, Iced Dunkin Donuts | \$3.75 | Cookie, Oreo Minis pkg | \$1.25 | Soup, Restaurant Style, 8 z | \$3.50 |
| Hot Choc / Hot Capp 12 oz | \$1.75 | Cookie, Otis Spnkmyr 4 oz | \$1.60 | | |
| Hot Choc / Hot Capp. 16oz | \$2.25 | Fruit Cup, Tropical, Peach, etc | \$0.80 | | |
| Juice, 12 oz Minute Maid | \$3.25 | Fruit, Fresh, whole (apples, etc) | \$1.25 | <u>SIMPLY-TO-GO:</u> | |
| Juice, 4 oz frozen | \$0.75 | Gelatin Cup | \$0.80 | | |
| Hot Tea, plain or flavored | \$0.75 | Grandma's Cookie, 2pk | \$1.00 | Apples & Peanut Butter | \$2.50 |
| Lemonade, 20z, made in house | \$1.75 | Granola Bar, Nature Valley | \$1.50 | Fresh Fruit Cup | \$2.50 |
| Milk, 1/2 pt Student | \$0.60 | Granola Bar, Quaker | \$0.80 | Grapes & Cheese | \$2.50 |
| Milk, 1/2 pt, Adult | \$0.75 | Little Debbie, Jumbo Oatmeal | \$1.50 | Salad, Fried Chix, - student | \$4.50 |
| Power Ade 20 oz | \$3.25 | Little Debbie, Regular | \$1.25 | Salad, Garden - student | \$4.50 |
| Powerade Water | \$3.50 | Pie, Fruit, 8 cut | \$2.75 | Salad, Grilled Chix - student | \$4.75 |
| Smoothie, Island Oasis, 14z | \$3.00 | Pop Tart | \$1.00 | Salad, Julienne - student | \$4.50 |
| Smoothie, Shake, 14oz | \$3.00 | Rice Krispie Treat, reg & choc | \$1.60 | Sub 6" Premium (on spcl brd) | \$5.50 |
| Tea, Iced, 20z made in house | \$1.50 | Snack Mix, gardetto or chex | \$1.50 | Sub, 6" STG | \$4.50 |
| Tea, Peace cans | \$3.25 | Teddy Grahams | \$0.75 | Wraps, STG | \$4.50 |
| Vitamin Water | \$3.25 | <u>MISCELLANEOUS:</u> | | Yogurt Parfait | \$2.50 |
| Water, Nestle 16.9oz | \$1.75 | | | | |
| Water, Smart Sport Cap | \$3.75 | Bread, Garlic - 1 slice | \$1.00 | <u>COLD PREMADE SANDWICHES</u> | |
| <u>BREAKFAST ITEMS:</u> | | Dipping Sauces, 2 oz. | \$0.75 | Ham & Cheese Sandwich | \$2.75 |
| Bagel | \$1.50 | French Fries, all kinds | \$2.50 | P.B.J. Sandwich | \$2.25 |
| Cereal Bowlpack (w/out milk) | \$1.50 | Mayo / Mustard packet | \$0.25 | Turkey Sandwich, no cheese | \$2.50 |
| Cereal, Instant Oatmeal | \$0.90 | Peanut Butter Cup | \$1.00 | Tuna Salad / Egg Salad | \$3.00 |
| Cream Cheese packet | \$0.90 | <u>SALAD / DRESSING PKTS</u> | | | |
| Donut, wrapped | \$2.25 | Dressing Packets, each | \$0.80 | <u>SAMMIES</u> | |
| | | Salad Bar, oz | \$0.60 | Deli Sandwich | \$4.50 |
| Egg Muffin, Egg & Cheese | \$2.00 | | | Deli Sandwich, Veggie | \$4.50 |
| Egg Muffin, Meat / Egg Biscuit | \$2.25 | Salad, Side, Garden - student | \$1.25 | Footlong Sub | \$7.50 |
| English Muffin | \$1.00 | | | Footlong Sub, Veggie | \$7.50 |
| Hash Browns, (2 for) | \$1.50 | | | Deli Toasted, increase by >>> | \$0.25 |
| Jelly Packet | \$0.20 | <u>ICE CREAM</u> | | | |
| Muffin, 4 oz Gourmet, wrapped | \$2.50 | Ice Cream, medium | \$2.25 | | |
| Toast - ALL BREADS - 1 pc. | \$0.60 | Ice Cream, premium | \$3.00 | | |
| Toast- ALL BREADS - 2pcs | \$1.00 | Ice Cream, small | \$1.50 | | |
| <u>Free Lunch to Client</u> | <u>\$2.75</u> | <u>Free Breakfast to Client</u> | <u>\$2.00</u> | | |

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT
STUDENT & ADULT PRICING 2024 - 2025**

| ETHNIC/INTERNATIONAL: | | SANDWICHES: | Price | SUSHI - Wisepak Foods | |
|--------------------------------------|--------------|-----------------------------------|--------------|------------------------------|---------|
| Bosco Sticks, 2 w/ 2oz. sauce | \$4.00 | Bagel Brat with 4 oz fries | \$5.00 | SUSHI, 10 pc | \$10.00 |
| Calzone, Chix Parm | \$5.00 | BBQ Rib Sandwich | \$4.00 | SUSHI, (next day 10 pc) | \$7.00 |
| | | Brkfast Bake (7oz) & Biscuit | \$5.00 | | |
| Pizza, Cheese, 1/8 cut | \$3.25 | Burger, 1/4LB Bacon or Pizza | \$3.75 | | |
| Pizza, Meat, 1/8 cut | \$3.75 | Burger, cheese (mushrm-bf) | \$3.25 | ADDITIONS | |
| Pizza, Specialty, 1/8 cut | \$4.00 | Burger, cheese double | \$4.25 | Grilled cheese | \$3.00 |
| Pizza French Bread, cheese | \$3.50 | Burger, double | \$3.75 | Pancake wrap | \$2.75 |
| BASKETS: | | Burger, mushroom-beef | \$3.00 | Pulled chicken sandwich | \$4.00 |
| Boneless Wings, no fry | \$5.00 | Burrito, beef & cheese w/ salsa | \$3.25 | Pulled Pork sandwich | \$4.00 |
| Bnlss Wings Bskt w/fry, 2z sce | \$5.75 | Chimichanga, Chix+salsa | \$3.75 | Pizza Puff | \$3.50 |
| Chix Tend/Bnls Wing, no fry | \$5.00 | Chicken Patty, breaded | \$3.25 | | |
| Chix Tndr/BWing Bskt, w/fry | \$5.75 | Chicken, Spicy Brd Brst | \$3.75 | | |
| Mozz Sticks (5) Bskt, 2z sce | \$4.25 | Crispy Bacon Cheese Ranch Chix | \$4.25 | | |
| Mozz Sticks only (5) & sce | \$3.25 | Chicken, grill'd brst 4z Sand | \$4.00 | | |
| Spicy Cheese Curds Bskt 4.5oz | \$4.75 | Corn Dog w/ 2oz sauce | \$3.00 | | |
| Spicy Cheese Curds, No Fries | \$4.25 | Empanada w/salsa, sr crm | \$3.00 | | |
| Nachos, Chips & Cheese | \$2.50 | Gyros (4pc), pita, lettuce, sauce | \$6.00 | | |
| Nachos, Fiesta | \$4.00 | Ham & Cheese pocket | \$3.50 | | |
| Taco in a Bag w/ salsa, sr crm | \$4.00 | Hot Dog, 5/1 w/ condiment pkgs | \$2.50 | | |
| White Queso Beef w/ Chips | \$4.00 | Hot Dog, Chili Cheese | \$3.25 | | |
| BOWLS | Price | Italian Beef Sand w/ giardiniera | \$5.00 | | |
| Asian Chick & Rice | \$5.00 | Italian Breaded Steak | \$4.00 | | |
| Asian Chick & Rice w/ Eggroll | \$5.75 | Italian Sausage Sand | \$3.85 | | |
| Asian, Egg Roll only | \$2.00 | Mac Wedge (5) w/ 2oz sce | \$3.75 | | |
| Veg Fried Rice & Egg roll | \$4.00 | Meatball Sand (4 - 1oz) & sce | \$5.00 | | |
| Veg Fried Rice, No Eggroll | \$3.50 | Polish Sausage Sand | \$3.00 | | |
| Mac & Cheese Bowl | \$4.00 | Pretzel, Jumbo w/ 2z cheese | \$2.85 | | |
| | | Santa Fe Chix Eggroll w/ 2z sce | \$3.00 | | |
| Pasta Marinara w/ Meatballs, Gar Tst | \$5.25 | | | | |
| Pasta, no meat + Garlic Tst | \$4.25 | Veggie Burger, malibu | \$4.25 | | |
| Bkd Mostaccioli (7oz),Garlic Tst | \$4.25 | | | | |
| Chix Fettucini/7 oz w/ G Tst | \$5.25 | | | | |
| Chix Parm Pasta, 7 oz, w/ G Tst | \$5.25 | | | | |
| | | | | | |
| FACULTY: | | | | | |
| Hot Food Bar, per ounce | \$0.65 | | | | |
| Salad Bar, per ounce | \$0.60 | | | | |

SCHEDULE G

FSMC Percentage of Sales Retained.

2025-26 _____% Anticipated Return to D204 \$ _____

2026-27 _____% Anticipated Return to D204 \$ _____

2027-28 _____% Anticipated Return to D204 \$ _____

2028-29 _____% Anticipated Return to D204 \$ _____

2029-30 _____% Anticipated Return to D204 \$ _____

The FSMC should provide justification for its sales projections using the following:

| A | B | C | D | F | G | H | I |
|----------------------|-------------------------------------|----------------------------|--------------------------------------|---|---|---|---|
| School District Name | Total Student Population Enrollment | Free/Reduced Eligibility % | Average # of Operating Days per Year | 2024-2025 Total Student & Faculty Sales | 2024-2025 Per Capita (Divide Column G by Column B, then divide again by Column D) | 2025-2026 Total Student & Faculty Sales | 2025-2026 Per Capita (Divide Column I by Column B, then divide again by Column D) |
| SAMPLE | 4,000 | 15% | 170 | \$1,600,000 | \$2.35 | \$1,700,000 | \$2.70 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Please provide a list of three (3) comparable schools or school districts it serves (with similar enrollment and free/reduced lunch populations) with two (2) prior years' student and faculty sales data for each. This data should be provided in the following table above. A sample is provided for reference.

Please provide any other financial considerations that you would like the district to take into account in its evaluation of your proposal on a separate page (if necessary).

Please explain any deviations from the specifications (if necessary).

Signature

FSMC Name _____

Authorized Signature _____

Name _____

Title _____

Date _____

SCHEDULE H

Proposal Rigging Certificate

The undersigned, being duly sworn, deposes and certifies under oath that the company or other entity named below, its officers, employees, and agents, are not barred from submitting a proposal on this contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Contracts section of the Illinois *School Code* (105 ILCS 5/10-20.21). The undersigned acknowledges that the Board of Education may declare the contract void if this certification is false. The undersigned further certifies that he or she has read and understands the Proposal Documents and that his or her proposal is in compliance therewith.

| | |
|------------------|------------------|
| _____ | Firm Name: _____ |
| Signature | |
| _____ | Address: _____ |
| (Print Name) | |
| Title: _____ | City: _____ |
| Telephone: _____ | State: _____ |
| Date: _____ | Zip Code: _____ |

**Subscribed and sworn to before me
this _ day of _____, 2025**

Notary Public

SCHEDULE I

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor 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 such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

- 1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations hereunder.
- 5) That it will submit reports as required by the Department's Rules, 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 Illinois *Human Rights Act* and the Department's Rules.

(Continued)

6) That it 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 Illinois *Human Rights Act* and the Department's Rules.

7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor 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.

We, the undersigned company, certify that we have read and fully understand the attached specifications including any addenda issued. We further certify that we have visited sites and facilities covered by the specifications. We certify that our company meets all of the requirements specified.

Signature

Typed Name and Title

Company Name

Address

City, State, Zip

Phone Number

Date



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204 2025-2026 SCHOOL CALENDAR

August 12, 2024

August 2025

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 6 | 7 | 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 | | | | | | |

September 2025

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 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 | | | | |

October 2025

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 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 | |

November 2025

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 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 | | | | | | |

December 2025

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 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 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | 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 |

OPENING/CLOSING DAYS OF SCHOOL

- August 18 (A) First Day of School
- May 29 (Ω) Last Day of School

STUDENT NON-ATTENDANCE DAYS (✱)

- August 13 District Institute Day
- August 14 Teacher Work Day
- September 1 Labor Day
- October 10 District Institute Day
- October 13 Columbus/Indigenous Peoples Day
- October 24 Non-Attendance Day
- November 26 Non-Attendance Day
- November 27-28 Thanksgiving Holiday
- Dec. 22-Jan. 2 Winter Break
- January 5 Teacher Work Day
- January 19 M.L. King, Jr. Day
- February 16 Presidents' Day
- February 27 District Institute Day
- March 20 District Institute Day
- March 30-April 3 Spring Break
- April 6 Non-attendance Day
- May 25 Memorial Day
- June 19 Juneteenth
- July 3 Independence Day (Observed)

LATE START DAYS: First period starts at 9:15a.m. every Wednesday except for: 9/24, 11/19, 12/17, 1/28, 3/11, 5/27

SCHOOL IMPROVEMENT DAYS 11:30 a.m. Dismissal (◻)
September 24, November 19, January 28, March 11

PARENT-TEACHER CONFERENCE DAYS (▲)

- October 22 5:00-9:00 p.m.
- October 23 11:30 a.m. dismissal
Conferences 1:00-7:30 p.m.

GRADING PERIODS

- October 17 Q1 1st quarter
- December 19 S1 2nd quarter & End of 1st semester
- March 13 Q3 3rd quarter
- May 29 Ω 4th quarter & End of 2nd semester

MISCELLANEOUS

- August 6, 7, 11 Book Pick-up Days
- August 15 Frosh Experience Day
- September 4 S. C. Open House
- September 11 N. C. Open House
- September 15-20* Homecoming Week
- December 17-19 1st semester Finals
- April TBA ACT
- April TBA Pre-ACT
- May 27-29 2nd semester Finals
- June 1-5 Emergency Days
- June 8-26 [Summer School Sem. 1]
- June 29-July 17 {Summer School Sem. 2}

COMMENCEMENT (✱)

- May 27 7:00 p.m. Bennett Field

*tentative

February 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 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 |

March 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 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 | | | | |

April 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 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 | | |

May 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | | | 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 | | | | | | |

June 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | 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 | | | | |

July 2026

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| | | | 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 | |

© Emergency Days may be used as school days if school closes unexpectedly during the regular school year.

NON-COLLUSION AFFIDAVIT (must be signed, notarized and submitted with bid)

STATE OF _____

_____ (COUNTY)

(Name of County)

The undersigned FSMC or agent, being duly sworn, on oath days that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation or partnership represented by him/her, entered, into any combination, collusion, or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from competitively responding nor to induce anyone to refrain from responding competitively, that this proposal is made without reference to any other proposal without any agreement, understanding or combination with any person in reference to such proposal.

He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Agent

For _____
Firm or Corporation

Subscribed and sworn to before me this _____ day of _____, 20_____.

My commission expires: _____
Notary Public

CERTIFICATION (MUST BE SIGNED AND SUBMITTED WITH BID)

The proposer hereby certifies that the proposer is not from proposing on this contract as a result of any violation of either the bid rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Signature

SEXUAL HARASSMENT CLAUSE (MUST BE SIGNED AND SUBMITTED WITH BID)

Each proposer must certify that it has complied with the requirement of section 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of the law, as applicable, are hereby incorporated into this contract. The Board of Education states that it is in compliance with state law.

Signature

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORK PLACE ACT (MUST BE SIGNED AND SUBMITTED WITH BID)

The undersigned proposer or agent, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.313) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies that, (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Signature