



Saindon, Curtis <saindonc@woodridge68.org>

Contract Renewal FY27 - Woodridge SD 68

NutritionProcurement <nutritionprocurement@isbe.net>

Thu, Mar 26, 2026 at 8:11 AM

To: "Swanson, Michelle" <swansonm@woodridge68.org>, NutritionProcurement <nutritionprocurement@isbe.net>

Cc: Patrick Broncato <broncatop@woodridge68.org>, Curtis Saindon <saindonc@woodridge68.org>, Christina Smith <csmith@isbe.net>

Good morning,

We are pleased to inform you that your School Year 2026-2027 contract renewal documents have been successfully submitted and approved. The Child Nutrition Program funds have been allocated to cover the services rendered at the fixed price per meal rates listed in the contract.

Key Reminders:

- **Amendments, Supplemental Billing, and Additional Billbacks:** Please note that these are not allowable without prior written approval from the State Agency (ISBE).
- **USDA Foods Entitlement Credit:** It is required that the FSMC provides a **100% USDA Foods entitlement credit** by the end of the annual contract term/school year. If the FSMC uses more than 100% of entitlement, any additional/bonus entitlement must also be credited by the end of the annual contract term.
- **Documentation:** Please **retain this email** for your records as documentation of the approval and the conditions outlined above.

If you have questions regarding the contract renewal, please contact Program Staff at NutritionProcurement@isbe.net.

Thank you once again for your continued dedication to providing healthy and nutritious meals. Should you have any questions or concerns, please don't hesitate to reach out to us directly.

Thank you,

Nutrition Procurement Department

Illinois State Board of Education

100 N. First St. Springfield, IL 62777

Nutrition Department | (800) 545-7892

Please visit <https://www.isbe.net/Pages/Nutrition-Financial-Management.aspx> for more information.

March 26, 2026

Dr. Patrick Broncato
Woodridge SD 68
7925 Janes Ave
Woodridge, IL, 60517

Agreement Number
19-022-0680-02

LETTER SENT VIA EMAIL ONLY

Dear Authorized Representative:

We have reviewed the School Year 2026-2027 contract renewal agreement documents for Food Service Management Company (FSMC)/Vended meal services submitted to our office. These documents have been deemed compliant with all applicable federal statutes and regulations.

Important Information Regarding A La Carte:

If your program contract offers a la carte menu items, the School Year 2026-2027 a la carte equivalency factor is 5.20. To calculate a la carte equivalents (or units), please divide the total a la carte revenue by 5.20. Additionally, ensure that the rate paid for each a la carte unit is the same rate paid for each reimbursable lunch.

Note: A la carte revenue must include all foods and beverages sold to students that do not constitute a component of a reimbursable meal, as well as all foods and beverages sold to adults during meal services within the scope of this contract.

USDA Foods Entitlement Credit:

The FSMC is required to provide 100% USDA Foods entitlement credit by the end of the annual contract term/school year. If the FSMC exceeds the 100% entitlement, any additional/bonus entitlement must also be credited by the end of the contract term.

Contract Amendments:

Please note that contract amendments are not allowed without prior approval from the Illinois State Board of Education (ISBE) Nutrition Department. If any amendments are being considered, the School Food Authority (SFA) must first contact the Nutrition Department's procurement team to determine if the revisions constitute a material or substantive change to the contract. Examples of changes that may require a new procurement include:

- Substantially changing the scope of the contract.
- Implementing a major shift in responsibilities for SFA/FSMC staff.
- Revising the fixed-price contract pricing structure or terms for price increases.

Assistance & Inquiries:

If you have any questions regarding the contract solicitation/contract process, relevant documents, or if you would like to request a technical assistance phone meeting, please reach out to Christina Smith at 800-545-7892 or via email at NutritionProcurement@isbe.net.

Thank you for your attention to these details, and for your continued commitment to providing nutritious meals to students.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark R. Haller", with a long horizontal flourish extending to the right.

Mark R. Haller, S.N.S.
Director
Nutrition Department

CC: File

January 23, 2026

School Year 2026-2027 FSMC/ Vended Meals Contract Renewal Forms

Dear School Nutrition Programs Sponsor:

Our records indicate your food service management company (FSMC) contract or vended meals contract contains the option to renew your existing contract for at least one more year. Please confirm that this information is accurate by reviewing your contract terms. If you have received this notice in error and do not have any renewals remaining; or if the food service plan is to return to self-operated; or if you plan to add a new Child Nutrition meal program, such as the School Breakfast Program; and/or if the existing contractor has not fulfilled the contract terms as agreed upon, you may disregard the remainder of this correspondence and will need to contact the Illinois State Board of Education (ISBE), Nutrition Department as soon as possible to discuss the options available to you.

School Food Authority (SFA) contracts that do have the option and plan to renew their contract for next school year must renew their contract prior to the date their current contract expires. Most FSMC and Vended Meals contracts in Illinois expire either June 30th or July 31st. **Contract renewal forms must be submitted to the ISBE Nutrition Department by May 15th, 2026.**

Failure to submit the required contract renewal forms by May 15th may result in a mandatory re-solicitation and/or the inability to use Federal Child Nutrition Program funds to pay for goods and/or services rendered without the State Agency Approval as required in 7 CFR 210.16.

Please follow the instructions below for renewing your contract.

Contract Renewal Steps

Step 1: The SFA must use the **required Contract Renewal Agreement Form** sent with this letter. The required forms can also be found on our [website](#) under Contract Renewals.

It is important to note that the SFA is the responsible party for creating contracts and/or renewals. Federal regulations prohibit FSMC and/or Vended Meals contractors from participating in any manner in the creation of contracts, renewals and/or amendments.

Step 2: If the SFA is planning to allow for price increases or decreases to the fixed meal rate and/or fixed management fees, first the SFA must review the contract renewal terms stated in their original contract prior to beginning the negotiation process. The SFA must ensure the contractor provides the required written financial analysis justifying all fixed meal rate and/or fixed management fee increases/decreases. The contractor is **NOT** automatically entitled to the full allowable increase. **All increases must be legitimate and must be justified by the written financial analysis required to be provided by the contractor.**

Any negotiated price increase for each of the fixed meal rates and applicable fixed management fees **must not exceed** the measurable index established in the original contract. The Consumer Price Index-December 2025 are as follows:

- CPI-U—All 2.7 %
- CPI-U—Food Away from Home 4.1 % *
- CPI-U—Food 3.1 %

If the SFA and/or contractor cannot reach agreement on the new contract terms, the SFA must conduct a new procurement. In this instance, the SFA should reach out to ISBE as soon as possible.

Step 3: In addition to the renewal agreement, the SFA must complete and submit to ISBE the **Contract Renewal Agreement Statement** which is attached to the renewal agreement form (from step 1) and must be completed by the SFA annually and signed by the SFA's authorized representative.

Step 4: The following contractor certification forms, must be signed annually by your contractor and submitted to ISBE. The contractor certification forms are located on our website.

- Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion Lower Tier Covered Transactions. (required for all contracts and renewals)
- Certificate Regarding Lobbying—Contracts, Grants, Loans, and Cooperative Agreements (required for all contracts and renewals), and
- Disclosure of Lobbying Activities, if applicable (contracts over \$100,000 and if any funds other than Federal appropriated funds have been used for lobbying).

Step 5: The SFA must submit signed copies of the following documents to our office, prior to the expiration of your current contract, in order to obtain approval of your 2027 Child Nutrition Program Sponsor Application:

- Contract Renewal Agreement, signed by both parties.
- Contract Renewal Agreement Certification Form, signed by the SFA's authorized representative.
- USDA Foods Entitlement Tracking Log
- FSMC contracts only: SFA-FSMC Contract Monitoring Form
- All applicable contract certification forms (listed in step 4), signed annually by the contractor.

Submit signed **copies** of the enclosed forms and documents via email or mail. Originals should be retained in your files. Send the forms and documents only once; for example, do not email and mail.

Mail: Nutrition Department
Illinois State Board of Education
100 North First Street W-270
Springfield, Illinois 62777-0001

Email: NutritionProcurement@isbe.net

If you have questions concerning the renewal of your contract or conducting a new procurement, please contact Program Staff at 800-545-7892 or NutritionProcurement@isbe.net.

Date of Original Contract: 5/19/2025

Year of Renewal (check the appropriate box)

 1 2 3 4

School Food Authority Name: Woodridge SD68

Agreement Number (RCDT Code): 19-022-0680-02

Vended Meals Contract Renewal Agreement School Nutrition Programs School Year 2026-2027

This document contains the rates and fees for the contract of food service management for nonprofit food service programs for the period beginning 7/1/2026, and ending 6/30/2027. The terms and conditions of the original contract are applicable to the contract renewal. Upon acceptance, this document shall constitute the contract renewal between the Vendor and the School Food Authority (SFA).

The Vendor shall not plead misunderstanding or deception because of the character, location, or other conditions pertaining to the contract. This agreement shall not exceed one calendar year.

PER MEAL PRICES MUST BE QUOTED AS IF NO USDA COMMODITIES WILL BE RECEIVED

	2025-2026 Rate(s)	2026-2027 Rate(s)*	Percentage Increase **
School Nutrition Programs (SNP)			
Reimbursable Breakfast <input checked="" type="checkbox"/> With Milk <input type="checkbox"/> Without Milk	\$2.99	\$3.1125	4.1%
Reimbursable Lunch <input checked="" type="checkbox"/> With Milk <input type="checkbox"/> Without Milk	\$4.77	\$4.9655	4.1%
Reimbursable After School Snack			
Special Milk Program (SMP)			

Child and Adult Care Food Program (CACFP)			
Reimbursable At-Risk After School Snack			
Reimbursable At-Risk After School Supper <input type="checkbox"/> With Milk <input type="checkbox"/> Without Milk			
Reimbursable AM/PM Snack (Pre-K)			

Summer Food Service Program (SFSP)			
Reimbursable Breakfast <input checked="" type="checkbox"/> With Milk <input type="checkbox"/> Without Milk	\$3.03	\$3.1542	4.1%
Reimbursable Lunch <input checked="" type="checkbox"/> With Milk <input type="checkbox"/> Without Milk	\$5.31	\$5.5277	4.1%

*Rates must not be rounded up. Do not exceed four decimal places.

**Percentage increase must not exceed the allowable increase established in the original contract.

Buy American Provision Amendment

The Vendor shall comply with all Buy American requirements applicable to the commercial food program as outlined in 7 CFR 210.21(d) and 7 CFR 220.16(d), respectively. The Vendor shall maintain complete and accurate purchase records and supporting documentation identifying all non-domestic commercial food program purchases, including, for each such purchase, the food item and unit cost, as well as documentation of the total commercial food program purchases made during each school year.

The FSMC shall make such records and documentation available to the School Food Authority ("SFA") no less than monthly during the school year, or more frequently upon request by the SFA. In addition, the Vendor shall provide the

SFA with a written report aggregating: (i) total non-domestic commercial food program purchases; (ii) total domestic commercial food program purchases; and (iii) total commercial food program purchases.

Beginning with School Year 2025–2026 (July 1, 2025), the FSMC shall monitor and track all commercial food program purchases to ensure that no more than ten percent (10%) of such purchases are non-domestic. Beginning with School Year 2028–2029 (July 1, 2028), the maximum allowable percentage of non-domestic purchases shall be reduced to eight percent (8%). Beginning with School Year 2031–2032 (July 1, 2031), the maximum allowable percentage of non-domestic purchases shall be further reduced to five percent (5%).

Failure to comply with the requirements of this provision shall constitute a material breach of this Agreement and may result in corrective action, remedies, or other enforcement measures as permitted under this Agreement and applicable federal and state regulations.

Vendor Acceptance of Contract Renewal Agreement

By submission of this proposed renewal agreement, the Vendor certifies that the Vendor shall operate in accordance with the original contract terms and conditions and all applicable current Child Nutrition Program rules and regulations.

Quest Food Management Services

FSMC Name

2500 S. Highland Ave

FSMC Street Address

Lombard

City

Illinois

State

60148

Zip Code

Nicholas Saccaro

FSMC Authorized Representative Signature

CEO

Title

3/17/2026

Date

SFA Acceptance of Contract Renewal Agreement

By submission of this proposed renewal agreement, the SFA certifies that the SFA shall operate in accordance with the original contract terms and conditions and all applicable current Child Nutrition Program rules and regulations.

Woodridge School District 68

SFA Name

7925 Janes Avenue

SFA Street Address

Woodridge

City

IL

State

60517

Zip Code

Rachel J. Burt

SFA Authorized Representative Signature

Superintendent

Title

3/23/2026

Date

Contract Renewal Agreement Certification Form

The *Contract Renewal Agreement Certification Statement* must be completed and signed by the School Food Authority's (SFA's) authorized representative.

A. School Food Authority Information

Agreement Number (RCDT Code): 19022068002

School Food Authority Name: Woodridge School District 68

Vendor Name: Quest Food Management Services

B. Contract Renewal Terms

Per the contract renewal terms stated in the contract, the maximum allowable percentage increase that may be applied to the fixed meal rates and fixed management fees is as follows (refer to the original contract for renewal terms; check the appropriate box):

- | | |
|-------------------------------------------------------------------|---------------------------------|
| <input type="checkbox"/> CPI-All (Dec) | 2.7% |
| <input checked="" type="checkbox"/> CPI-Food Away from Home (Dec) | 4.1% |
| <input type="checkbox"/> CPI-Food (Dec) | 3.1% |
| <input type="checkbox"/> CPI-Food Away from Home (Dec) | not to exceed (insert number) % |
| <input type="checkbox"/> Other (specify) _____ | |

Source: Consumer Price Index- December 2025

C. Certification Statement

Under the provisions of the United States Department of Agriculture, Food and Nutrition Service, I certify as a sponsor in the Child Nutrition Programs all information contained in the executed *Contract Renewal Agreement* and accompanying contract renewal documents is true and accurate.

I understand the nonprofit school food service program account cannot be used to pay for unallowable contract costs. As authorized representative for the school food authority noted above, I will ensure operation of the nonprofit school food service program, including use of nonprofit school food service program account funds, is compliant with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture regarding Child Nutrition Programs.

I understand revisions cannot be made to the executed Vended Meals Contract without first submitting proposed revisions to the Illinois State Board of Education for review and receiving written notification the proposed revisions are allowable within the regulatory guidelines. Furthermore, I understand additional documents and/or agreements, including those developed by the contractor, cannot become part of the executed contract.

I understand all contract information provided to the Illinois State Board of Education is being given in connection with the receipt of federal funds and deliberate misrepresentation may subject me to prosecution under applicable state and federal criminal statutes. Further, I understand such misrepresentation could result in the loss of federal and state funding received by the school food authority for School-Based Child Nutrition Programs.

I certify the Contract Renewals documents submitted to ISBE have been reviewed by the School Food Authority and the School Food Authority's legal counsel, as deemed necessary, to ensure compliance with all Local, State and Federal regulations, statutes, and policies.

I certify that no third-party entity prepared the contract renewal documents, requested amendments, and USDA foods entitlement utilization data below.

I certify that all contract provisions, including those relating to USDA Foods utilization by the FSMC to the maximum extent possible have been met:

Did the Vendor manage the SFAs USDA Foods Entitlement (check one) Yes No

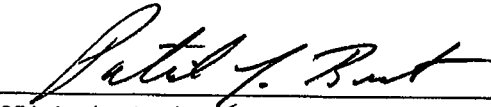
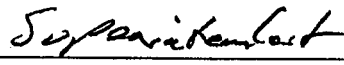
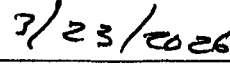
If yes, please complete the following:

School Year 2025-26 USDA Foods Entitlement Amount (including Bonus) (A) \$42,912.45

School Year 2025-26 USDA Foods credits issued to the SFA by the FSMC (B) \$31,941.65

USDA Foods Entitlement Utilization Percentage as of 3/1/2026 (B / A) 74.43%

Date of certification **must be as of the date contract renewal is signed based on year-to-date **actual** credits received by the FSMC as verified by monthly invoices**

		
SFA Authorized Representative Signature	Title	Date

D. Submission of Required Documentation

The SFA must submit signed copies of the following documents to our office, prior to the expiration of your current contract, in order to obtain approval of your 2027 Child Nutrition Program Sponsor Application. Originals should be retained in your files. Send the forms and documents only once; for example, do not email and mail.

- Contract Renewal Agreement (pages 1-2)
- Contract Renewal Agreement Certification Form (pages 3-4)
- USDA Foods Entitlement Tracking Log **THIS IS TO BE COMPLETED BY THE SFA NOT THE FSMC.**
- Certification forms, as applicable, signed annually by the contractor.
 - Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions,
 - Certificate Regarding Lobbying—Contracts, Grants, Loans, and Cooperative Agreements,
 - Disclosure of Lobbying Activities
 - Contract Certification Forms Packet

Mail or email to: **Nutrition Department**
Illinois State Board of Education
100 North First Street W270
Springfield, IL 62777-0001

Email: nutritionprocurement@isbe.net