## A Foodservice Proposal for Lyon County School District









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305 RFP

This proposal, designed specifically for Lyon County School District, is confidential and proprietary to Compass Group USA Inc. (Compass). Any unauthorized dissemination to others outside your organization would irreparably harm Compass and entitle Compass to judicial equitable relief, including injunction and specific performance. This proposal is valid for 90 days after its presentation and/or delivery to you.

In keeping with Chartwells' sustainability efforts and green initiative, your proposal is printed double-sided on recycled paper.





### **Proposal Guide**

Caring for your students means you have much more on your plate than just the evaluation of our proposal. To make it as easy as possible for you to assess our vision for your district, please see the included reference card to help guide you as you review our response to your award criteria.

We can't wait to keep serving up happy and healthy at Lyon County School District.

Award Criteria	Partnership Support Capability	Analysis in Proposal
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# It's all about you ... and good food

Section One: Executive Summary



#### **OFFER AND AWARD**

**Solicitation Number** 

The Undersigned hereby offers and agrees to furnish the services, food, and supplies in compliance with all the terms, conditions, specifications and amendments in the solicitation.

Compass Group USA, Inc., by and through its Chartwells Division Amy Shaffer Company Name Name of Person Authorized to Sign Offer 2400 Yorkmont Road CEO, Chartwells K12 Street Address Title of Authorized Person 2/4/2025 Charlotte, NC 28217 0 . 53 City State Zip Code Signature of Authorized Person ι Date of Offer Telephone Number: 704-328-4000 Email Address: Amy.Shaffer@compass-usa.com Offeror's Nevada (Sales) Use Tax License Number: 001-TX1002013496 Offeror's Federal Employer Identification Number: 56-1874931 Acknowledgement of Amendment(s): Amendment Number/Date Amendment Number/Date (Offeror acknowledges receipt of amendment(s) to the Solicitation for Offers and related documents numbered and dated ACCEPTANCE OF OFFER AND AWARD

Solicitation Number: \_\_\_\_

Your Offer, dated \_\_\_\_\_\_, is hereby accepted as described in the Notice of Award. You are now bound to perform based upon the solicitation and your Offer, as accepted by Lyon County School District.

Signature

Date

LYON COUNTY SCHOOL DISTRICT

State Agency Approval Use DO NOT OFFER AWARD UNTIL STATE AGENCY APPROVAL

Date Received: \_

Action Required: 
Yes 
No

Comments: \_

State Agency Reviewer Signature

**Date Approved** 

Lyon County School District – RFP# 290-02-2025 Page 3 of 57



March 13, 2025

Harman Bains **Executive Director of Operations** Lyon County School District 25 E. Goldfield Ave. Yerington, NV 89447

Solicitation Number: RFP#290-02-2025

Dear Harman,

Innovation. Excellence. Quality. Trust. These are hallmarks of a strong foodservice partner and for the past five years, they are the principles on which we have built the Chartwells team that serves Lyon County School District. We are grateful for the opportunity to continue our partnership and come well-equipped with an incredible depth of resources, along with deep knowledge and unmatched experience of what success as a part of Team Lyon County School District requires.

As you read the following pages, we hope you will see that we have spent considerable time thinking about the ways we can work seamlessly to continuously improve and elevate the school nutrition program. Core components have been carefully and thoughtfully developed to align with your goals, values and culture. These include:

- · A comprehensive plan to continue to drive participation in dining services through innovative programs and increased points of service
- · A proven leadership team, committed to their work, that will continue to build relationships in the district and community
- A customized approach to the student experience, developed with feedback from administration, children, staff and parents that drives student satisfaction
- High-quality menus that are current with student preferences and trends, resulting in higher meal participation and revenue to the program

No matter the initiative, there's one common thread: Every Chartwells team member is truly invested in the success of your students and the entire Lyon County School District community. Challenges motivate us and success drives us; but, above all, your children, faculty and administrators inspire us - every meal, every day.

With a strong local leadership team in place and the unwavering support of our executive team, we are more ready and excited than ever to embark on this next chapter of our partnership. You can count on Chartwells to continue to deliver as a loyal member of the Lyon County School District family.

Sincerely,

I Shaffer Part Kendall

**Amy Shaffer** CEO

**Paul Kendall Division Vice President - Pacific** 

**Paul Tapia Regional Vice President - Pacific** 

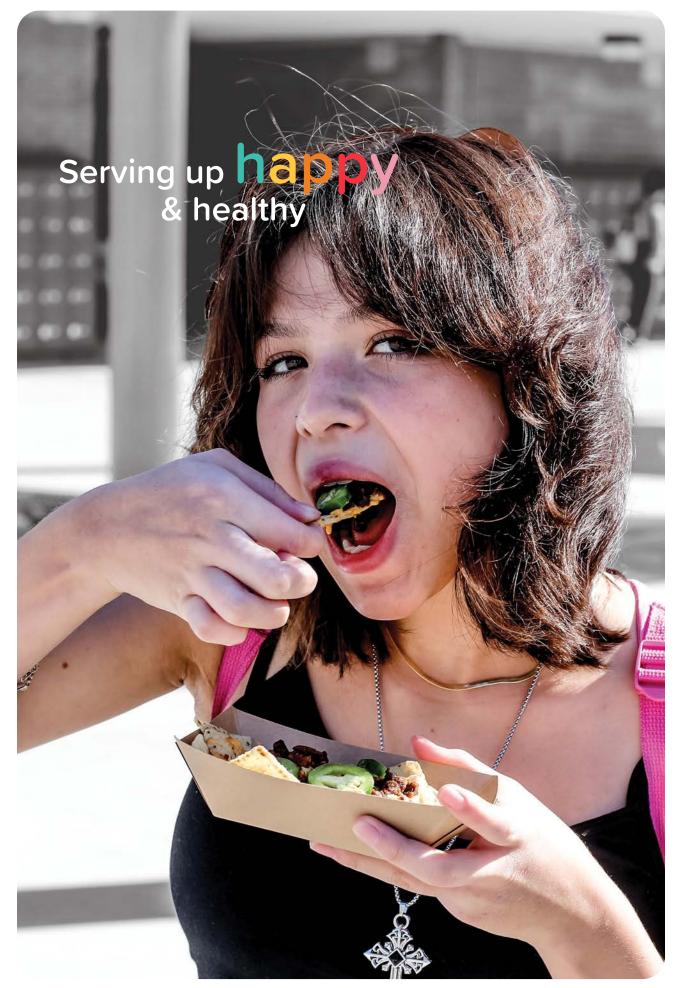
### **A True Partnership**

For the past five years, Chartwells has been committed to Lyon County School District. We are proud of our collaborative efforts to build a dining program that reflects and supports the evolution of the district and, most importantly, the needs of around 9,000 students we serve each day.

-

One healthy meal can improve a child's day. The more than 1.5 million meals served in Lyon County School District's schools each year can improve an entire community.

# Food Kids LOVE to Eat





### **Culinary Talent**

Food quality always comes first, and our culinary talent is at the heart of our team. **Our chefs take their lead from students, creating custom menus** and ensuring they are served their favorites and the menus evolve as they do.

#### **Unmatched Efficiency**

A dedicated operational excellence team has been established with a mission to empower managers to leverage unmatched efficiency. Whether optimizing for faster lines or perfecting cheese pizza, this team provides training and support for associates, ensuring they can deliver the best for your students.

#### **Extensive Resources**

Our teams have deep, **long-tenured experience navigating USDA regulations and provide consultation on national school meal programs.** With extensive resources, you'll have the best possible program and an expert on your side.

# Bridging the Cafeteria and the Classroom

As the leading and fast-growing student nutrition provider, Chartwells focuses on caring for students and supporting their success during and beyond mealtime.

It would be a privilege to continue being your partner – your school, your community and, most importantly, your students.

### **Overview**

# **Partnering with Chartwells**

#### Increase Time for Students to Refresh and Recharge

Less time waiting for food means more time connecting with friends. Our tried-and-true station setup approach improves service speed by **20%** on average.

1

Service Speed Time

20%

A financially responsible program

Over the last five years, we developed a strong partnership based on a financially responsible program, enhanced food variety, introduction of the Global Eats program including a celebrity chef event





"We never thought these numbers would be this high this quick. We knew we'd increase, but these numbers are crazy high."

 Dr. Richard O'Malley, Superintendent, Florence 1 Schools

### **Compliance Expertise**

You will have an expert dedicated to navigating the ever-evolving NSLP rules and regulations, ensuring your program remains compliant and always audit-ready.





3

#### Innovation

With Nutrislice, our digital menu solution, students and parents will know exactly what their menu options are and how to avoid allergens and find the food they are looking for easily.





### Listen-First Approach

Your community will know it is being heard, and you'll have student data at your fingertips to share with your team, enabling us to be responsive to your district's ever-changing needs.



# Guided by Values

### Our Commitment to Partnership Excellence

When choosing a partner to guide your program, it's important to know what guides them.Our values function as a compass and represent our commitment to our partners.





Responsibility

Doing the right thing, even when no one is looking.



Learning

Focused on getting it right, rather than just being right.



Resilience

Everything is hard before it gets easy, so we stay the course.



Connection

Leaving people better than we found them.



Fun

Our mission is serious, but fun is part of everything we do.

# **Our Food Philosophy**



### A Passion for Delicious, Authentic Food

Our inclusive, innovative culture motivates our people and is reflected in the food Chartwells serves.



# Scratch Cooking

Chartwells' practice of "fromscratch cooking" ensures as many meals as possible are prepared from scratch, reducing reliance on processed foods.



### Fresh, Seasonal and Local Ingredients

By prioritizing the use of fresh, locally sourced and seasonal ingredients, Chartwells ensures quality and flavor in every meal.



### Innovative, Curated Menus and Recipes

With Chartwells, you get cuttingedge industry leaders who innovate. Our diverse portfolio of culinary concepts is made up of chef-crafted signature recipes that can be customized to meet the individual needs of your district.



### Nutritionally Balanced Meals

Your district-specific menus meet or exceed national nutrition guidelines, offering a variety of fruits, vegetables, whole grains and lean proteins to support students' health and well-being.



### Culinary Education and Training

Culinary education and training is the foundation for our associates. All associates can expect continuous training. Meanwhile, our student programming emphasizes the importance of healthy eating habits, food sustainability and essential cooking skills, empowering students with lifelong tools for well-being.

# Driven by Your Priorities, Focused on Your Success

# Shaping tomorrow's schools through today's key enablers

#### Here's how:

### **1** Custom, Student-Led Menus

The focus is on serving food kids love. The menu showcases taste-tested, kid-approved culinary concepts. To meet their preferences, students are surveyed twice a year, keeping their favorite foods on the menu.

### 2

### Innovative Cafeteria Experience

Industry-leading technology reflects the dining experience students have outside of school while enhanced engagement programs create connection and fuel excitement.

### **3** Compliance Expertise

With the largest number of registered dietitians in the child nutrition industry, Chartwells stays up to date with the latest regulatory changes and ensures your program is always compliant.

### Maximizing Efficiency, Minimizing Costs

Chartwells uses data and analytics to optimize operational efficiency and minimize costs. Simpler systems and processes mean less time in the office and more time with students.

5

4

### **Student Enrichment** (Outside the Cafeteria)

From nutrition education that builds lifelong healthy habits to opportunities that inspire careers in the culinary arts, students' futures are supported every step of the way.

### 6 Best Place to Work

When one person succeeds, everyone succeeds. Frontline associates have access to various development programs, and a strong commitment to diversity, equity and inclusion ensures a welcoming environment for all. Associates are eligible for yearround benefits, even if they work only during the school year. Efforts are also made to minimize gaps in coverage for associates transitioning from district payroll or another foodservice provider.

### Service Capability Plan

### **Culinary Approach**

# A Fresh Focus on Student Well-Being

### Making school lunches fun again

#### Here's how:



Chef and Dietitian Curated Menus

Our industry-leading team of chefs and dietitians work together to create recipes that provide students with the nutrition they need in foods they love to eat.

### 2

#### USDA-Approved Recipes, Perfected for Your Students

With thousands of USDA-approved recipes customized to meet your district's unique demographic, menus are designed to appeal to students and refined based on their feedback.



#### Fresh, Local, Minimally Processed Ingredients

All recipes start with fresh, local, minimally processed ingredients prepared with scratch- and batch-cooking techniques that retain nutrients and flavor.



# High-Quality, Fresh Meals Tailored to Your District's Needs



See our scratch cooking in action.



**Food Safety** 

To ensure your students' health, great care is taken with quality, food safety, sanitation and HACCP standards. With quality assurance spot-checks, printed daily menus and temperature logs with service times, strict adherence to food safety and quality standards is guaranteed.

SECTION ONE: EXECUTIVE SUMMARY



#### **Culinary and Implementation**

# From Scratch Cooking to Seamless Implementation

Cooking up school meals with fresh, high-quality food and a personalized approach



The art of scratch cooking is combined with a practical "speed scratch" method, utilizing fresh, raw ingredients and preprepared components to deliver nutritious, delicious meals. These meals balance taste, cost and safety, all tailored to Lyon County School District's unique resources and kitchen setup.





**Batch Cooking** 

Every student deserves the same high-quality meal, from the first in line to the last. That's why smaller batches are prepared more frequently during meal periods, ensuring food stays fresh and delicious for everyone, every time.



#### **Culinary Training**

The key to elevating your menus lies in training. A tailored training series has been created for Lyon County School District to ensure a smooth start and equip the team with the confidence and skills needed to successfully adopt the new approach.



Your division purchasing manager brings extensive experience in supporting K-12 schools and districts throughout your region. Backed by the full resources of Compass Group, including Foodbuy – the largest group purchasing organization in North America – they provide unmatched purchasing power to maximize value for your program.

# Foodbuy



#### **Unmatched Purchasing Power**

# **Creating Savings and Growth Opportunities**

Providing value-driven foodservice, focusing on cost savings, increased revenue and reinvestment into school programs





### Improve Supplier Diversity

By supporting a broader range of businesses, including an enhanced cultural representation in menuing, you can enjoy a more innovative product offering.

With the largest team of dietitians in the K-12 industry, Chartwells has experts to guide you through the ever-evolving regulatory environment. Not sure what the latest USDA news means for your district?

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Our team of experts is dedicated to monitoring these changes and helping you understand the impact they will have on your program.

# **Confidence in Compliance:** Chartwells' Dietitians at Your Side

• SECTION ONE: EXECUTIVE SUMMARY •

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**Service Capability Plan** 

#### Safety and Compliance

# Serving Up Safety and Compliance, Every Day



refer to **Section Three** of this proposal.

### Operational Excellence Team

This centralized enablement team of operators and change management leaders is dedicated to facilitating the transition of new business operations. With experience leading K-12 account transitions of all sizes and scopes, our team of experts will serve as a key point of contact for our local teams, functional teams and partners. Operational Excellence helps navigate the change process, lead communication and foster relationships. They support local operators to provide the best possible experience for students, associates, clients and the community.

#### Transition Plan

# Our Dedicated Transition Support Team

Clear steps, collaborative planning and open communication ensure a seamless start to your new program



From the moment we began preparing our proposal, our dedicated management team has been crafting a clear path forward for your district.

Please see the Transition section of this proposal for our detailed plan.

### **Experience and References**

# Our Team



#### **Erica Wyrick • Director of Dining Services**

Erica is a dedicated and highly experienced senior foodservice director with over 10 years in the K-12 school industry. She has a proven track record of managing and directing dining services, ensuring compliance with nutritional guidelines and regulations, enhancing the quality of meal programs, and fostering a positive dining environment for students and staff. Erica is adept in strategic planning, budget management, team leadership and implementing innovative solutions to improve foodservice operations.



#### **Dorne Cullen • Assistant Director of Dining Services**

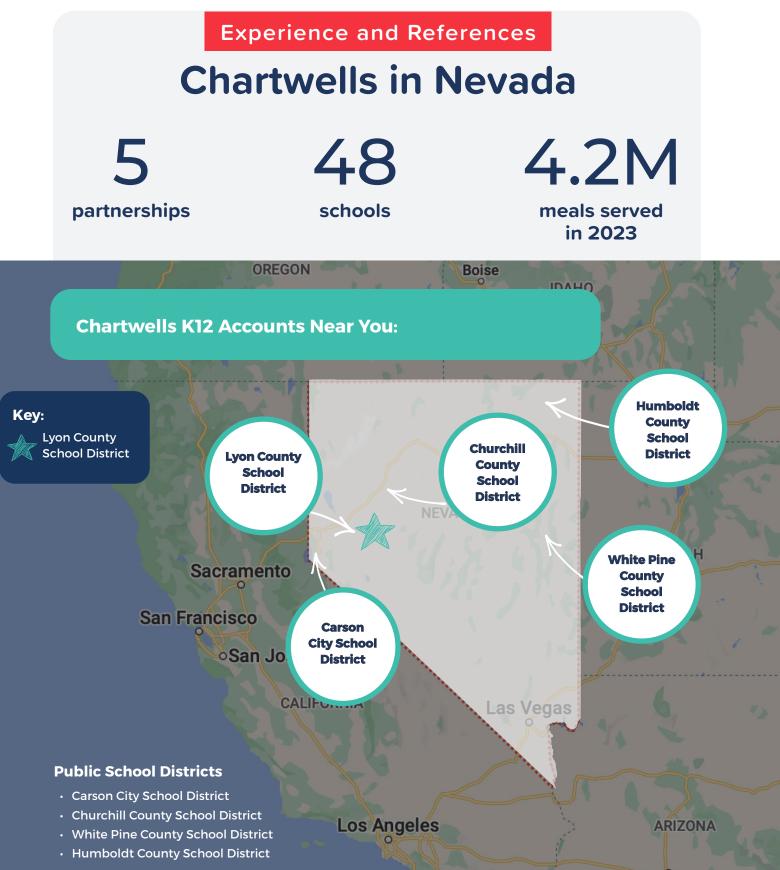
Dorne is a seasoned assistant director with strong organizational skills, work ethic and a positive attitude. She has recently gained additional valuable knowledge and experience while covering for the director of dining services. Doren has been working at Lyon County School District for 12 years.

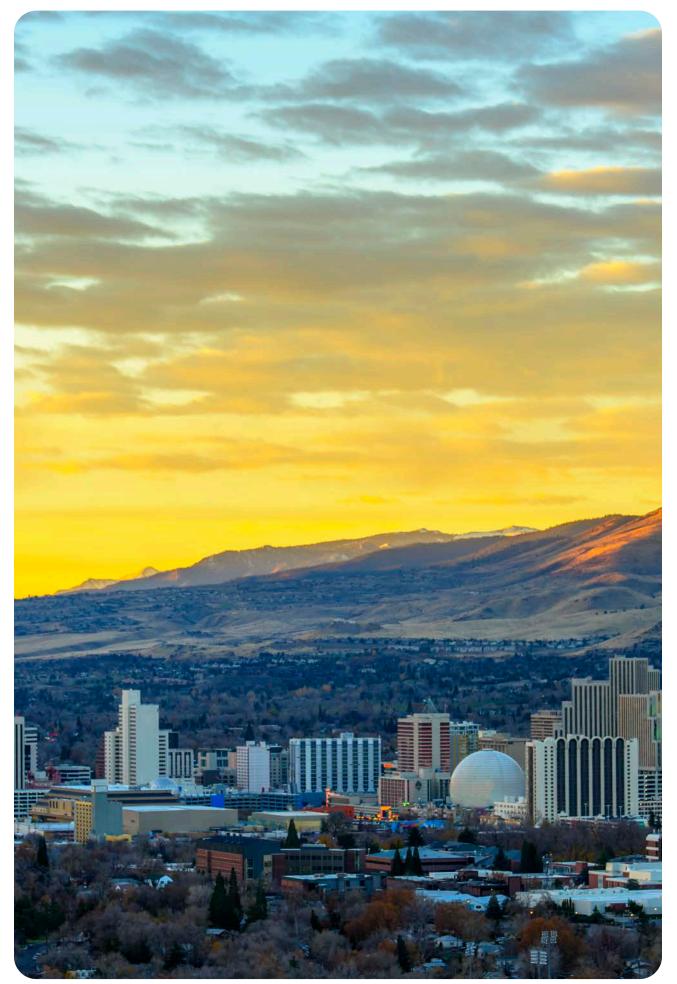


#### **Brooke Tompkins • Operations Manager**

Brooke has been Chartwells' director of dining services for Martinez Unified School District from 2021-2024 and Clayton Valley Charter High for the four years prior, earning the Platinum Account of the Year Award in 2019. She was promoted to operations manager in November 2024, overseeing seven school districts across Nevada and northern California. In her seven years with Chartwells K12, Brooke has developed workability programs with SPED teachers, partnered with culinary arts departments to enhance students' culinary education, developed K-12-compliant drive-thru menus to serve the community during the COVID-19 pandemic, overseen additional districts in times of need and supported her teams with enthusiasm.

For more information about our experience and references, please refer to **Section Four** of this proposal.





**Experience and References** 

# Local Expertise, National Resources

Combining the strength of national resources with local expertise to deliver exceptional, customized K-12 dining solutions for your community



### 1

Backed by Compass Group

Lyon County School District will benefit from a dedicated local team passionate about delivering high-quality food and enhancing the well-being of your students and community. As part of Compass Group, Chartwells not only has access to extensive resources, but also brings the personalized service of a small company specializing in K-12 dining.

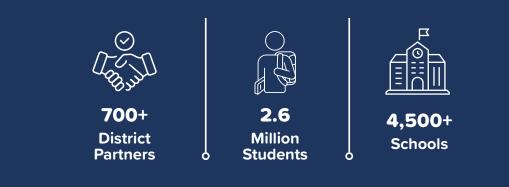
### 2

#### Nearly 30 Years of K-12 Expertise

With nearly 30 years of experience managing school foodservice programs, Chartwells has seen it all and is an expert in adapting to change. This expertise allows for identifying potential issues early and sourcing solutions quickly.

#### Dedicated Local Team, National Resources

You are encouraged to connect with our partners - five in Nevada alone for an honest, firsthand perspective on a Chartwells partnership. Our references highlight our local strength and success in managing programs similar to yours.



### **Experience and References**

### Your Chartwells Support Team

No one has to do it alone. Whether they're a frontline associate or an area director, every person supporting the Lyon County School District foodservice program has access to experts in operations, culinary, nutrition, purchasing, marketing, human resources and finance.

The on-site team is supported by its regional counterparts, who, in turn, are supported by the national team.



SECTION ONE: EXECUTIVE SUMMARY

### **Experience and References**

Marketing and Communications - Regional -**Kirsten Subach** Field Marketing Director – National – Monica Woodworth Growth and Retention Manager **Emily Lekoski** Marketing Director **Jonathan Squibb** Director of Communications **Ashley Kakas** Senior VP, Marketing and Communications



Finance Regional -Susan Dalisaymo **Regional Controller** - National -Brent Hoover **Division Controller Matt Tomczak** VP, Finance **Client Relations** National -

**Jeff Marc** VP of Client Relations

### Transparency at Every Step: How Your Foodservice Dollars Are Managed

At Chartwells, the approach is "no surprises," with a focus on open and honest communication. Each month, an operating statement will be provided, and the director of dining services is available to schedule a meeting to review everything and address any questions. The goal is to ensure you feel confident and informed about how your foodservice dollars are being spent.



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Ranked 31

In 2024, Compass Group PLC was named one of the World's Best Companies by Time magazine. The ranking of the 1,000 selected companies is based on employee satisfaction, revenue and environmental, social and corporate governance data. Ranked No. 31, Compass Group demonstrates a commitment to taking care of people, having a positive impact on the world and delivering financial success.

**Financial Condition/Stability and Business Practices** 

# Strong Support for Your School Backed by a Financially Solid Parent Company

Proudly backed by Compass Group, a global leader with a strong financial foundation valued at \$42.2 billion

Compass Group helps ensure strength and stability, allowing the focus to remain on creating happy, healthy cafeterias for students and staff. This support also enables time and cost savings to be passed on to you.

lt's a win-win.



### Accounting and Reporting Systems

Our standard reports include:

- Accounts receivable/cash
- Inventory
- Transfer summary
- Accounts payable
- Profit and loss (provided at the revenue and expense line-item levels)
- Cost of goods (displays product costs)
- K-12 period P&L (displays a roll-up of the periodto-date profit and loss statement, includes budget and the same period from the prior year)

- K-12 client position
- Sales and meal counts for breakfast, lunch, adult, a la carte, free, reduced and paid
- A comprehensive breakdown of net product costs, inclusive of the USDA foods value
- Rebate information
- Reimbursement calculations
- Labor figures (broken into hourly and supervisory, with allocations for holiday, vacation, workers' compensation, bonus, retirement and payroll taxes)

You can find a full list of reports and an example invoice in **Section Three** of this proposal.

**Personnel Management** 

Associate Engagement

# Empowering People to Drive Success



For more information about personnel management, please refer to Section Four of this proposal.

# People First, Positive Impact, Proven Success



Local and National Support



Whether they're a frontline associate or an area director, every person supporting the Lyon County School District foodservice program has access to experts in culinary, nutrition, marketing, human resources and finance. The on-site team is supported by its regional counterparts, who, in turn, are supported by the national team. Meet Up X III X Eat Up Summer 2023

#### Innovation

# Enriching Student Experiences Beyond the Cafeteria

Fueled by innovation and committed to offering insight-driven programs to drive engagement and excitement across your district

#### Here's how:





#### Insights: Our Secret Ingredient

Powerful information tools help spark innovation and provide a deep understanding of your district's needs and preferences. With this valuable business intelligence, custom dining and nutrition education solutions can be created and tailored specifically for you.



#### Fueling the Next Generations of Culinarians

A partnership with The Navigate Foundation, a youth hospitality career initiative supported by Compass Group, helps students discover their passion for the culinary arts and gain valuable professional experience through local culinary internships at colleges and universities. By partnering with Chartwells, Lyon County School District students can build successful careers in the food industry.



3

#### **Delivering on Diverse Menuing**

Diversity, equity and inclusion are at the heart of everything Chartwells does. Through diverse supplier partnerships, a variety of culinary experiences are offered while supporting diverse brands in the K-12 market.

Through our strategic diverse supplier partnerships, unmatched purchasing power and custom offerings specifically for the K-12 market, we are committed to supporting diverse brands while offering a rich tapestry of culinary experiences to your students.

#### Innovation

# **Appetizing Alternative Service Points**

Chartwells provides a range of unique, affordable solutions to help maximize rushed lunch periods. These options are as fun as they are fast, allowing students to skip the line and really savor the flavor.



#### Food Haul

No time? No problem! Our newest alternate service point offers students delicious, on-the-go meals in minutes in an easy, flexible footprint that helps increase participation beyond the cafeteria.



#### Food Truck Pop-Ups

Decrease wait times and increase excitement with these fun stations that can be anchored or mobile. With a variety of packages to choose from, they fit any meal occasion and are sure to be loved by students of all ages.





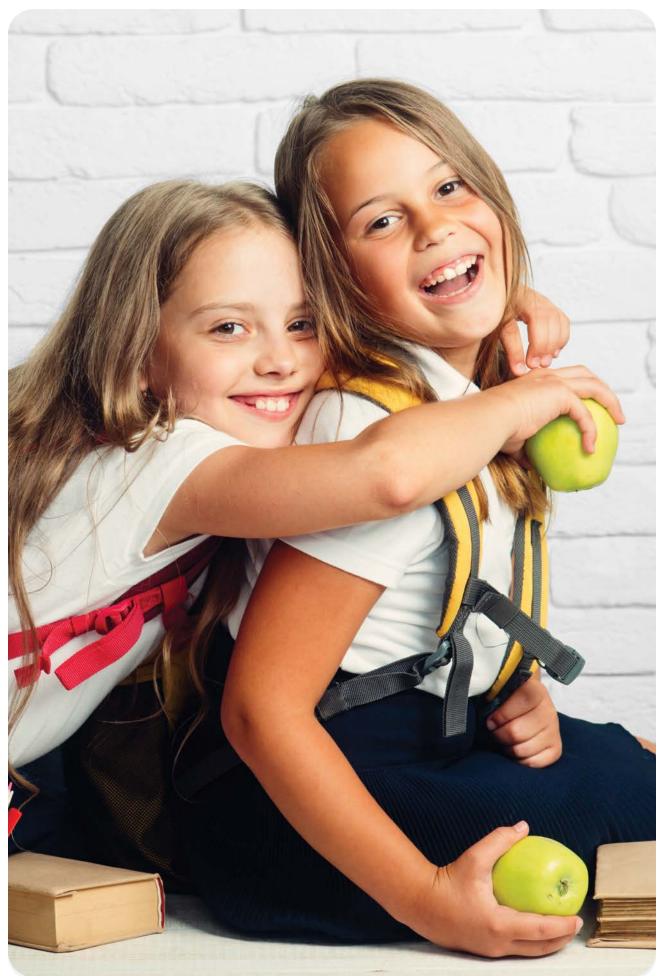
#### Tech-Forward Retail Solutions

Digital signage, mobile ordering and flexible checkout platforms reflect the experiences students have in today's world.

#### **C-Stores**

High school students can build a reimbursable meal or grab smart snacks on the go in a convenience store environment.





#### Innovation

# What's Next at Lyon County School District?

#### Happy Cafeterias!

Inviting and efficient cafeterias drive participation rates and student satisfaction. Lyon County School District students deserve a place they can relax and recharge while enjoying a meal with friends. That's why our focus is on refreshing all dining spaces, each with a custom design. We look forward to sharing new murals, paint and decor this coming school year.





#### **Nutritious Smoothies**

No more skipping breakfast because your student "doesn't like breakfast foods" or runs out of time. We've solved these road blocks with new recipes and equipment to serve smoothies for breakfast. We use real, wholesome milk or yogurt with fresh fruits and vegetables to deliver powerful nutrients that keep students fueled all day. Watch for a new smoothie station at Yerington High School and delicious smoothies on the breakfast menus at all secondary schools.

#### Visit New Destinations with Global Eats

Lyon County School **District students have** "toured" Italy and Mexico in their cafeterias. Now it's time for new adventures as Global Eats takes them to the Caribbean. India. Korea and China. Kids will gravitate toward the savory scents of international flavors and bright and colorful pop-up stations signaling that something special awaits. Global Eats introduces kids to different cultures and flavors from around the world.





#### **Mobile Teaching Cart**

The fun and excitement ramp up when students see the teaching cart in the cafeteria, in the classroom or anywhere nutrition education happens. This cart stores, transports and enables everything needed for a successful live-action cooking demonstration. It's great for teaching future chefs or inspiring kids to try new foods. We are "rolling" this out first at Dayton High School.

#### Innovation

#### **Environmental Stewardship**

We'll work closely with the district to identify improvements in sustainability and partner with Fernley High School for a successful composting program. Composting helps reduce waste, improves soil health and teaches kids to care for the planet, embrace teamwork and project-manage big ideas.



## Discovery COOKOFF

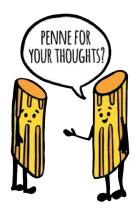


#### **Cooking Competitions**

We are excited to launch Discovery Kitchen Cookoff at Lyon County School District. Students will be guided by Chartwells chefs and managers to create their own recipes and prepare culinary masterpieces to wow their friends and judges. Winning recipes may be featured on the school menu. Top chefs may qualify for selection to a statewide championship - Taste of Reno at UNR.

#### **Communication is Key**

Our goal is to help students and parents feel included and become engaged with the foodservice program at their school. To do this, we'll continue regular surveys and focus groups, and branch out to elevate the conversation with Youth Advisory Councils, district wellness committees, and client visioning sessions. Each participating group provides valuable insights representing the needs of students, parents, staff and administrators. This communication helps to inform ongoing improvements to the school dining program.



#### **Chart Forward with Navigate**

Lyon County School District culinary students will benefit from this professional development program that brings hospitality, culinary and leadership training right to their campus. This 12-week internship provides paid work experience, ServSafe accreditation and potential fulltime employment within Chartwells or other Compass Group sectors upon graduation. Together, we can create meaningful change in the lives of Lyon County School District's youth, families and community.



#### Innovation







#### **Navigate Foundation**

Founded by Chef Simone Byron, Navigate brings an opportunity to close professional development gaps ranging from soft skills to technical training and even emotional intelligence. Together, Chartwells, Navigate and Lyon County School District can create meaningful change in the lives of our youth, their families and communities.

To empower future leaders, Chartwells and the Navigate Foundation provide hospitality, culinary and leadership training to students through a rigorous 12-week internship. Regardless of students' future plans, Navigate provides real-world opportunities within their school setting that have a positive impact on communities and the lives of young leaders.

#### **Highlights**:

- Soft-skill and workplace understanding in hospitality, communication, budgeting and personal brand.
- Culinary-based internship, including plating and presentation, ingredients and cooking process.
- Paid work experience in school, including school credits where applicable.
- ServSafe national accreditation.
- Intern at their school no travel necessary to gain work experience.
- Potential full-time opportunities within Chartwells and other Compass Group sectors upon graduation.



Scan here to hear from Chef Simone

#### Innovation

#### **Student and District Impact**

Navigate connects district needs and youth participants by strategically aligning the hospitality sector's requirements with the potential and skills of student interns. By investing in future hospitality leaders, Navigate provides growth opportunities for young people at a local level while positioning them for a dynamic workforce.

#### **Student Benefits**

- Career Opportunities: Navigate provides students – particularly those from low-income and underserved communities – with access to career opportunities they might not otherwise have.
- Professional Advancement: The training modules offered by Navigate cover both personal and professional development, including industry-recognized certifications that enhance employability.
- Economic Fulfillment: By granting access to jobs with above-livable wages, Navigate helps improve the socio-economic trajectories of its participants.
- **Support and Guidance:** Navigate's comprehensive support system provides students with the guidance to steer their career paths individually and successfully.

#### **District Advantages**

- **Talent Development**: Through its in-depth training programs, Navigate develops skilled professionals who are ready to meet the demands of the hospitality industry.
- **Industry Integrity:** By maintaining a focus on sector-recognized certifications and on-site training, Navigate helps ensure that the workforce is competent and prepared.
- Sustainable Workforce: Hands-on foodservice experience and potential post-internship employment help create a pipeline of qualified professionals ready for permanent hospitality roles.
- **Diversity and Inclusion:** As a woman-founded, minority-owned initiative, Navigate promotes diversity and inclusion within the district, reflecting a wide range of perspectives and backgrounds.







### **Promotion of the School Foodservice Program**

# Food Is Our Foundation, Served with a Side of Fun

Generating excitement, driving engagement and increasing participation through our core program

#### **Fun Days**

The Discovery Kitchen calendar highlights special days designed to increase participation • Holidays like Chinese New Year • Themed events like Pirate Day • Tastings of new foods

### **Discovery Kitchen**

### chartwells Discovert KITCHENO

Designed to ignite each student's sense of adventure and discovery, this flagship program fuels happiness in the cafeteria, the classroom and beyond.

- Promotional calendars drive engagement by connecting nutrition education, promotions and menu offerings with a monthly theme.
- Pop-up tasting events in the cafeteria introduce new foods while live-action chef demonstrations teach cooking and healthy habits.
- Discovery Kitchen Cookoff allows students to create their own culinary masterpieces with the guidance of our chefs. Every contestant will build skills, gain experience and, most importantly, have fun.

Lyon County School District's 5th-12th graders have enjoyed Discovery Kitchen

COOKOFF



#### Introducing the Taste of Nevada Culinary Showdown

Calling all Lyon County School District high school culinary students! Chartwells chefs and managers will be on hand to host and mentor students in creating their culinary masterpieces. Each high school will hold preliminary "Cookoff" competitions to qualify for the Nevada-wide championship – The Taste of Nevada Culinary Showdown in Spring 2026 – hosted at UNR, where they'll compete with culinary champions from other Nevada school districts.

Student contestants will receive custom chefwear, safety equipment and all the ingredients and tools needed to prepare a delicious meal. Winning recipes may even be featured on their school menu! This tournamentstyle competitive cooking series is a fun, hands-on experiential learning opportunity. Contestants will embrace problemsolving, follow instructions, overcome challenges and improve public presentation skills, culinary basics and nutrition knowledge. Plus, it boosts confidence and creates memorable experiences.

This first-of-its-kind contest will impress classmates and excite students who love to watch cooking shows on Netflix or popular chefs and culinary influencers on TikTok. Chartwells chefs and dining team managers will provide a kitchen safety lesson and guidelines, including key ingredients. The judges panel will be selected with district input, adding another layer of prestige and excitement to this newsworthy event.

Get ready for a cooking adventure and culinary showdown!



# COOKOFF



The Mood Boost program empowers elementary and middle school students to recognize, express and enhance their moods through the connection between diet and well-being, both mentally and physically. Developed by Chartwells' chefs and dietitians, the program's menu emphasizes fruits and vegetables that support six key moods: Happy, Alert, Calm, Strong, Confident and Smart. Engaging characters, called Moodies, represent each mood, while collectible items like trading cards and wristbands reinforce positive choices.





## **Global Eats**

Secondary students are given a passport to explore authentic flavors from around the world. With recipes and educational content created alongside our celebrity chef partners, students embark on a culinary adventure, learning about the countries and cultures behind each dish. As they try items from six featured destinations - Mexico, Italy, India, China, Korea and the Caribbean - they earn stickers for their passport. And if they're hungry for more, they can keep exploring through the Global Eats website, with video demos and fun activities.



Tasting and voting events let secondary students have their say in the menu, showing our commitment to serving food they love. Culinary concepts go head-to-head to see which dish makes the cut. Will it be Big City BBQ's pulled pork nachos or Bok Choy's spicy chicken banh mi? It's up to the students!



### **Promotion of the School Foodservice Program**

Marketing Plan

# Lyon County School District Growth and Marketing Plan

Close collaboration with principals and administrators will help refine the plan for the coming years, ensuring a strong engagement strategy that meets the needs of your students

#### Discovery COOKOFF **Student Engagement** and Promotions Begin a series of cooking competitions chartwells Contest winners qualify for statewide competition against AM CAL winners from other partner schools MQO BOOS Continue all student engagement programs with a regular schedule STUDENT of pop-up tasting events and promotions • Expand Global Eats to include more countries: **Global Eats** China, Caribbean, Korea, India



# Cafeterias and Beyond

- Update additional cafeterias with themed wall murals, decor and signage
- Use Discovery Kitchen Mobile Teaching Cart for classroom teaching, cafeteria events and they can serve as an additional point of service during meal times
- Collaborate and support greenhouse initiatives and focus on composting with clear goals, student involvement and measured progress
- New blenders mean that delicious and wholesome smoothies are coming, with breakfast promotions and rotating flavor options

#### **Feedback**

- Continue table touches, surveys and focus groups
- Get deeper, actionable insights from Youth Advisory Council, wellness committee partnership and client visioning sessions
- Principal scorecards and regular in-person check-ins to be sure we're meeting every school's needs

### Communication

- Monthly foodservice newsletter
- Ready-to-post social media content provided to district communications department
- Promote online Nutrislice menus for each school to increase usage by parents via mobile app or web

# nutrislice

- Establish a regular cadence of business reviews
- Continue to update the district webpage



# Enrichment Events

- Back to school nights and other parentfacing events
- Full support of district wellness policy and partnership with wellness committee
- Staff development days
- Navigate program for high school students, including paid work experience and career path opportunities
- Catering available to make special events even more memorable





#### Involvement of Students, Staff and Patrons

# A Listen-First Approach: Your Voice Is Heard and Valued

By collecting feedback from students, parents, staff and administrators, your needs are met with flexibility and responsiveness

#### Here's how:

### 1

Methods for Obtaining Feedback

#### **Students**

- Surveys
- Focus groups
- Experience cards
- Youth Advisory Council
- Student Choice voting
- ChattBack
- Food ratings via Nutrislice
- Happy or Not kiosks

#### **Parents**

- Surveys
- Food ratings via Nutrislice

#### Staff

- Your Voice Survey for foodservice associates
- Principal Scorecards and forums
- Client surveys

It's not just about listening; it's about reacting and responding. By regularly reviewing program performance, you can be confident that expectations are not only met, but also often exceeded for students, parents and administrators. Spreading the Word: Keeping Your Community in the Loop

Chartwells will continue to partner with your communications team, and all efforts will be made to keep everyone informed about the foodservice program. The Social Press Kit includes ready-made posts for X, Facebook and Instagram. Additionally, the dining page on the district website will be updated, and a Good News Toolkit will be provided, enabling the Chartwells team to share cafeteria news through news releases.

### nutrislice

Nutrislice, our digital menu solution, empowers students and parents to make nutrition decisions with easy-to-access information. Students and parents can access menus anytime, anywhere. Integrated with our MenuWorks software, any menu changes are updated instantly, ensuring everyone stays in the know.

#### **Newsletters**

Regular updates keep the Lyon County School District community informed about the foodservice program.

#### **Community Events**

From farmers markets to back-to-school open houses, these opportunities will be used to connect with the community, offering cooking demonstrations, nutrition education, food and fun.

For more information about the involvement of students, staff and patrons, please refer to **Section Three** of this proposal.

### Conclusion

Serving Up Happy & Healthy isn't a catch phrase – it's a way of being. We live for the moments when a student discovers their new favorite food, when they start a friendly competition during Student Choice and when they leave the cafeteria smiling. We can't wait to continue as your partner and serve up happy and healthy at Lyon County School District.

# Let's Keep Cooking!

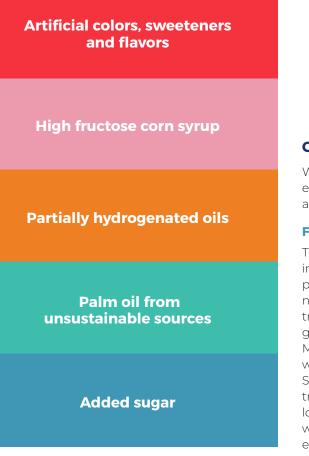
# Section Three: Method of Approach and Implementation Plan



(a) The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the market value of the USDA Foods or commodities used on the invoice. The FSMC shall provide a sample invoice in the proposal that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements.

#### **Clean Labels**

Simple, wholesome ingredients make our recipes stand out. That's why we continually review products and ingredients and work with our supplier partners to **reduce**:



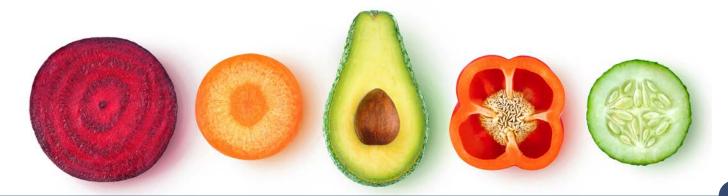


#### Compliance

We consider compliance just another part of our everyday job. Whether it's the USDA or FDA, we are always current on the latest regulations.

#### **FDA Food Labeling**

The FDA requires labels that contain nutrition and ingredient information on foods prepared and packaged for grab-and-go service. To address this need and further our commitment to enhanced transparency, we provide our partners with a grab-and-go package labeling program driven by MenuWorks that allows labels to be printed on-site with nutrition and primary ingredient information. Safety and accuracy are a top priority, so we provide training on how to implement labeling for every location. As an added value, the new labels paired with modern packaging provide an upscale dining experience similar to retail establishments.



#### **USDA** Commodity Diversions

We are experts in USDA commodities and diversions for K-12 schools, offering comprehensive solutions that ensure schools receive high-quality, nutritious foods. Our team has extensive knowledge of USDA regulations, procurement processes and commodity management, enabling us to efficiently handle all aspects of the diversion process. We optimize your commodity allocations, streamline deliveries and ensure compliance so operators can focus on providing healthy meals to students.

#### **Commodity Tracking**

Each month, we track:

- The case value of all direct delivery items received.
- The processed commodity savings of all products that have diverted commodity funding/pounds.
- DoD case prices.
- Processed pounds available and suggested versus actual usage to date to ensure all pounds are utilized.

### As your USDA commodities expert, we:

- Provide a dedicated commodity manager for expert oversight and training.
- Focus on foods with the highest quality and nutritional value.
- Maximize your commodity entitlement funding.
- Take a state-based approach to commodity diversion planning.
- Developed industry-leading tools to assist operators.

Still have questions on commodities? Scan here to learn more.



#### Invoicing

Our invoice provides a program cost summary that details the commodities received, and these amounts are credited to the district each month. The invoice includes usage amounts to confirm all commodities are utilized to the maximum benefit of the district.

#### **Annual Chartwells Supplier Summit**

Each year, our regional culinary, purchasing, nutrition, marketing and field operations teams spend three days with more than 30 industryleading manufacturers. We review, sample and taste products being made available for USDA commodity diversion while discussing innovation and recipe creation. This is how we provide the most innovative use of commodity dollars.



#### Following is an example of a Chartwells cost reimbursable (fee) invoice:



#### **FCPM Invoice**

Invoice Number: Invoice Date: K54526053 Dec 31, 2024

Remit To: Chartwells Dining Services PO Box #50196 Los Angeles, CA 90074-0196

Bill To: Lyon County School District 25 E. Goldfield Ave YERINGTON, NV 89447

Note:			
Description of Charge	Count	Billable Rate	Amount
After School Snack	1,252.00	1.0823	\$1,355.04
Breakfast	60,945.00	1.4958	\$91,161.53
Lunch	73,215.00	2.2619	\$165,605.02
Adult Lunch A la Carte	451.09	2.2619	\$1,020.32
Other A la Carte	1,087.50	2.2619	\$2,459.82
Addt'l Labor - Dec 2024			\$83,264.88
Catering Head Start Nov 2024			\$1,565.01
Catering Smith Valley Cookies			\$25.00
DoD Fresh rcv'd - Dec 2024			-\$19,474.39
Kitchen Supplies			\$136.24
Maintenance and Repairs			\$4,216.02
Office Supplies/Water			\$112.06
Smallwares			\$75.53
USDA Food rcv'd - Dec 2024			-\$12,454.56
USDA Food rcv'd - Dec 2024 DES			-\$2,250.12

TERMS: Due on Receipt

Total Due \$316,817.	40
Less Deposit \$0.	)0
Invoice Subtotal \$316,817.	40

#### **Credits and Rebates**

As required by USDA regulations, Chartwells will pass back all credits and rebates to Lyon County School District. This is noted in the detail of each month's invoice.

#### USDA Foods and DoD Fresh Foods Received and Used

Chartwells notes as a memo on our invoice the USDA foods and DoD fresh foods received and used as required by USDA regulations.

For more information on how we handle USDA foods, please see this section of this proposal.



SECTION THREE: METHOD OF APPROACH AND IMPLEMENTATION PLAN

# 

## **Recipe for Success**

We start with five key ingredients and continually hone our partnership through collaboration.







**2.** Driving Participation with Food Kids Love to Eat



**3.** Empowered Associates



**4.** Unmatched Purchasing Power



**5.** Industry Expertise

### 1. A Listen-First Approach

When you speak, we listen. This is Lyon County School District's foodservice program – we're here to keep helping you make it the best it can be. We gather input from students, parents, teachers and administrators so we can create an engaging experience for everyone. We continue to listen throughout our partnership to identify our successes and opportunities for improvement. We'll use the following methods to gain insights into the needs of your program:





#### **Principal Scorecards**

One of our team members will survey each of your principals regularly.



#### **Nutrislice Food Ratings**

Students can rate each dish on a five-star scale in the menu app.



**Focus Groups** 

Small, interactive sessions of students and/or faculty are led by a neutral facilitator.

For more information on our feedback tools, please see the Involvement section of the proposal.

## 2. Driving Participation with Food Kids Love to Eat

We start with a focus on the food. Then we design a promotional plan that drives participation based on student favorites, current trends, nutritional guidelines and new products. Concepts, promotions and marketing campaigns are released frequently throughout the year to enhance variety.

Our engagement programs can be tailored to elementary, middle or high school students. Whether it's our award-winning Mood Boost inspiring students to eat healthy foods or our latest innovation, Global Eats, taking them on a culinary adventure, all students will find something to love in the lunchroom. "The variety and presentation won over our administration, staff, students and parents. The choices of foods they offer are not only healthy for students and staff, but they maintain the integrity of the National School Lunch Program."

 Sara Deulofeu, Senior Operations Administrator, Da Vinci Schools

#### **Participation Builders**

There are plenty of ways to encourage students to try something different. From watermelon edamame poke bowls to classic Southern crispy chicken sandwiches, we keep lunch exciting.



**Menu Innovation** 

Our teams use their world-class culinary training to prepare new, scratch-made recipes.



**Interactive Experiences** 

Culinary demonstrations and nutrition education keep students engaged.



Made to Order

Students like choices, control and freshness.



**Interruption Points** 

We carefully position items so students can find them more easily.



**Combo Meals** 

Time-pressed students can still personalize their meal.



#### **Tastings and Samplings**

These are interactive, effective methods of creating awareness of new products and fresh, seasonal offerings.

### **Culinary Culture**

Serving Up Happy & Healthy

We're passionate about creating delicious, kidapproved food that supports development at this critical time in children's lives.

We will continue to work directly with you to develop a foodservice program that fits your needs and budget. We have a portfolio of chef-designed, customizable cafeteria concepts and programs that we combine to create a one-of-a-kind dining experience your students will love.

Before we begin the menu development process, we take the time to understand the unique needs of your district and create custom menus that are right for you. Menus are designed to fit each individual school. We never use a one-size-fits all or top-down corporate menu plan.

We talk to your team about your vision for the program, then we employ subject matter experts and data analytics to deliver results. Analytics allow us to look at the eating habits and trends in your community so we can further tailor menus to local preferences. "Food is at the forefront of everything we do, and our recipe is simple: Wholesome ingredients, innovative menus and engaged associates create a great experience."

> Chef Peter Gilhooly,
>  Senior Vice President of Culinary Services

### **Our Culinary Philosophy**

 A Passion for Delicious, Authentic Food
 Flexible, Curated Menus and Recipes

 Scratch Cooking
 Nutritionally Balanced Meals

 Fresh, Seasonal Ingredients
 Culinary Education

#### **Kids' Picks**

#### Happy & Healthy Menu Planning

What if menu planning could be easier? This question led us to develop Kids' Picks, our menu planning guide. This sophisticated set of tools and resources ensures we deliver on-trend, cost-effective menus your students will love.

We started with our proprietary menu management software, MenuWorks, which has more than 15,000 USDA-compliant recipes. From there, we integrated Kids' Picks, which features our most popular recipes and helps you meet your budgetary needs. It provides our teams with the flexibility to further customize your menus and incorporate the student favorites that drive participation at your district.



### How will Kids' Picks benefit Lyon County School District?



Kid-tested, on-trend recipes are sure to be a hit



Menus are customizable to your students' preferences



Predictable, accurate cost forecasting keeps the program on budget



Real-time metrics, reporting and analysis allow us to better manage menus to drive participation and minimize food waste Easy, user-friendly menu planning means less time in the office and more time engaging with students and staff

Kids' Picks reflects our leadership team's commitment to continuous menu innovation. These tools and resources will continue to evolve over time, improving how we approach menu development, costing, forecasting and associate training.

#### Our Food Philosophy: Scratch Cooking

Scratch cooking is best deployed as part of a larger food philosophy – one that aims to provide the highest-quality meals prepared from the best ingredients available.

We practice the art of "from scratch cooking," and our philosophy emphasizes preparing meals from raw, unprocessed ingredients, focusing on freshness, quality and sustainability. We prioritize the use of whole foods, minimizing our reliance on artificial additives and premade components.

This approach often values seasonal and locally sourced ingredients, fostering creativity and control over what goes into each of our dishes. Scratch cooking celebrates the craftsmanship and tradition of making food from scratch, promotes healthier eating, creates a deeper connection to food and nourishes an appreciation for the time and effort invested in the cooking process.





See our scratch cooking in action.

#### **Batch Cooking**

We are first and foremost a culinary-focused company, and batch cooking is at the heart of what we do. We prepare smaller quantities of food more frequently and at the last possible moment to ensure our food is as fresh as possible.

We have an extraordinary team of chefs and dietitians solely devoted to K-12 who collaborate every day to bring awardwinning concepts and recipes to fuel your students. Our quality standards are on par with those outlined by Lyon County School District, so all our contracts cover products that meet or exceed these specifications.

#### **Ingredient Excellence**

An outstanding food program begins with excellent ingredients. We prioritize the use of fresh, local, authentic and minimally processed ingredients wherever possible.

#### **Kitchen Principles**

- All our food has zero grams of added trans fat per serving.
- We have reduced added sugar in our flavored milk and are leading the industry in reducing added sugar in our recipes.
- We reduce the amount of sodium in our foods and emphasize flavor through a variety of cooking techniques, seasonings, spices and marinades.
- We bring to life the USDA's MyPlate graphic, symbolizing a balanced meal. We offer a wide variety of fruits and vegetables as well as low-fat dairy, lean protein and whole grains.
- $\cdot$  We prioritize local purchasing in support of local farmers.
- We offer cage-free shell eggs as well as milk and yogurt produced from cows not treated with artificial growth hormones.

"Staff are surprised at the quality of our food. We all remember back when we were young and school lunch was school lunch, and that's just not how it is anymore. We're competing with the fast-casual restaurants now, and we're doing an excellent job meeting that goal."

> Brian Adesso, Director of Business Services, Menasha Joint School District

### Culinary Innovation

#### Menus - Developed Regionally, Refined Locally

One size does not fit all. That's why our menu approach is to develop regionally and refine locally. Using student, parent and teacher feedback, we tailor your menus to meet the needs of each individual school.

#### The Chartwells Culinary Innovation Council

Our Culinary Innovation Council is a dedicated group of Chartwells chefs and culinarians from across the country that plays a vital role in shaping the future of K-12 dining. With their collective expertise, creativity and passion for food, they work together to develop innovative recipes and menus that excite students and meet nutrition standards. This collaboration ensures we continuously raise the bar for quality, variety and flavor, delivering great-tasting, wholesome meals that kids love while supporting their health and development.

#### **Seasonal Menus**

We are dedicated to offering seasonal menus that highlight fresh, local ingredients. By prioritizing seasonal produce and sourcing from local and regional farms, we ensure our dishes are flavorful and nutritious. We are continually creating new recipes to give students the foods they like – with a healthy twist.



#### Top 10 Food Trends

Each December, we share the top 10 food trends expected to be popular with Generations Z and Alpha in the upcoming year.

Scan to read about these trends in FoodService Director.

#### **Culinary Concepts**

For a more collegiate food hall experience, we create mini restaurants in your cafeteria. We call them culinary concepts, and each can be implemented as a full concept with customizable menus and branding or incorporated into existing menus and stations. Here are some student favorites:



#### Traditional favorites and current, Italianinspired dishes.

2.mato blends the flavors, styles and preferences of modern consumers with hints of tradition. Focusing on authentic Italian ingredients ranging from traditional to gourmet, 2.mato features classic Italian favorites and unexpected menu items that highlight fresh, local ingredients. The menu is designed with simplicity, quality, variety and portability in mind. 2.mato offers healthier alternatives while encouraging the use of local flavors and seasonal ingredients where available.



#### **Sample Menu**

#### **Chicken Broccoli Alfredo Whole-Grain Pasta**

Alfredo-covered whole-grain rotini noodles, broccoli, diced chicken

#### **Hawaiian Flatbread**

Ham, pineapple and mozzarella cheese on a crispy flatbread

#### **Veggie Lovers Pizza**

Personal-sized pizza with green bell peppers, onions, mushrooms, low-fat creamy mozzarella cheese

#### **Pepperoni Calzone**

Golden brown stuffed pizza with spicy pepperoni, creamy ricotta, melted mozzarella cheese, Italian marinara sauce



Get back to basics and serve up American comfort food.

# AMERICAN CLASSICS

Homestyle cooking is beloved for its comforting, traditional flavors. This hearty cuisine combines regional and seasonal favorites, featuring recognizable dishes like jambalaya, Philly cheesesteaks, hot dogs, hamburgers, BBQ and sloppy joes. American Classics showcases the diverse nature of our nation's cuisine. Today, these iconic dishes often incorporate ingredients and flavors from around the world into regional staples. Nothing brings family, flavor and tradition to the table – or cafeteria – quite like American Classics.

#### **Sample Menu**

#### Herb-Roasted Pork Loin

Smothered with sauteed peppers, onions, mushrooms and pan gravy

#### **Homestyle Meatloaf**

Seasoned ground beef, sauteed vegetables, tomato glaze

#### **Philly Cheesesteak Hoagie**

Seasoned thinly sliced beef, sauteed peppers and onions drizzled with avocado ranch sauce and served with crispy french fries

#### **Chicken and Waffles**

Warm, golden whole-grain waffle, crispy seasoned chicken tenders, tangy peach sauce





# A customizable culinary experience.

# create

Create allows students to customize their selections as food is prepared right before their eyes, enhancing student satisfaction and creating a personal experience. Featuring signature recipes and flexible service, Create showcases the creativity and skill of our chefs, providing engagement and excitement.

#### **Sample Menu**

#### **Teriyaki Day**

Glazed chicken or glazed beef stir-fry, brown rice, crispy vegetable egg roll

#### **Pork Carnitas Bowl**

Slow roasted and fork tender, soft tortilla, seasoned pinto beans, roasted tomato salsa

#### **Citrus Chicken Tacos**

Shredded chicken, grapefruit and orange sections, avocado, fresh cilantro

#### **Moroccan Vegetable Stew**

African spices, chickpeas, onions, tomatoes, peppers, carrots, brown rice





Fast and hot handhelds, sandwiches and sides.



Grilled offers a fast-casual dining experience featuring basic burgers, chicken sandwiches and a variety of hot, handheld lunch and breakfast items. It simplifies building reimbursable meals by showcasing fruits and vegetables alongside main entrees. Grill stations highlight local produce and whole-grain breads while signature sandwiches, location-specific recipes and housemade specialty sauces add creativity and local flavor.

#### Sample Menu

#### Avocado Cheddar Burger

Juicy beef patty, diced ripe avocado, melty cheddar cheese on a whole-grain bun

#### **Slow Roasted Pulled Pork Cuban**

Shaved ham, Swiss cheese, sliced pickles, smoky BBQ sauce, mustard

#### **Classic Toasted Reuben Sandwich**

Corned beef, Swiss cheese, creamy coleslaw, Thousand Island dressing

#### **Buffalo Blue Chicken Sandwich**

Crispy chicken, shredded lettuce, tomato, creamy Buffalo blue cheese dressing





Celebrating Latin ingredients and cooking techniques.



At Sono, students can build their own tacos, burritos, rice bowls and tortas, choosing from an exciting array of flavorful toppings and sauces to create an authentic Latin-inspired dining experience. Latin America is a diverse region, encompassing North, Central and South America, as well as the Caribbean, with cuisines that vary greatly from one area to another. Typical ingredients include tortillas, peppers, corn and a range of spices and condiments like guacamole, salsa fresco and chimichurri. These distinct flavors define Latin American cuisine, yet each country adds its own unique touch.

#### **Sample Menu**

#### **Fajita Chicken Bowl**

Grilled fajita chicken, steamed brown rice, seasoned black beans, pico de gallo, scallions, sour cream, fresh cilantro

#### **Taco Salad**

Zesty beef taco meat, shredded cheddar, diced tomatoes, toasted corn, cilantro, mixed field greens

#### **Beef Burrito**

Housemade burrito with refried beans, slow-cooked seasoned beef, caramelized peppers and onions, sour cream, salsa verde in a flour tortilla wrap

#### **Turkey Tacos**

Crunchy taco shells filled with spicy ground turkey, black beans, choice of vegetables, shredded cheddar, sour cream, pico de gallo



Brimming with flavor, these fresh fruit and vegetable side dishes can accompany any menu item.



Extra! Extra! is a great way to maximize fruits and vegetables as part of your regular menu. Offering fruit and vegetable side dishes and finishing bars encourages students to build a complete meal while allowing them the independence to select their favorites. Where appropriate, hot side dish bars can be offered. This concept can be implemented as self-service or with preportioned servings and is appropriate for all grade levels.

#### Sample Menu

**Beet Apple Carrot Salad** Housemade citrus mint vinaigrette

**Spicy Peach Salad** Honey, pepper, allspice, fresh lime juice

#### **Fresh Spinach and Strawberry Salad**

Romaine, baby spinach, sliced strawberries, housemade apple cider vinaigrette

Fresh, Seasonal Fruits and Vegetables

Locally sourced whenever possible





#### Downright delicious sandwiches!

So Deli showcases a delightful selection of fresh, high-quality

ingredients, including crisp produce, whole-grain artisanal breads, reduced-fat cheeses, lean roasted meats and our signature condiments. You'll find classic favorites like the Italian hero, turkey club and flavorful chicken and tuna wraps. So Deli offers the perfect blend of variety, freshness and seasonal ingredients with the level of customization your students crave and deserve.

#### Sample Menu

#### **Buffalo Ranch Chicken Wrap**

Buffalo ranch sauce, fresh lettuce and tomato rolled into a whole-grain flour tortilla

#### Vietnamese Banh Mi

Chicken, cucumbers, carrots, napa cabbage, sweet Thai chili sauce, mint mayo, fresh cilantro, steak bun

#### **Hummus Veggie**

Traditional creamy hummus, peppers, cucumbers, carrot, onion, leaf lettuce, American cheese, ranch dressing, house-baked whole-grain roll

#### **Veggie Muffaletta**

Roasted vegetables, pickled olive relish, mozzarella cheese, spicy peppers, whole-grain bun





# Hot and melty!

Grilled, pressed or toasted cheese sandwiches are a staple on menus, but



a significant trend shift has the gourmet grilled cheese appearing on plates at many upscale restaurants. Made to Melt takes this traditional American comfort food and introduces fresh, regionally influenced flavors to create custom sandwiches that are quick and delicious. Students can combine a variety cheeses, artisanal breads, toppings and fillings in one extremely crave-worthy sandwich that's sure to please.

# Sample Menu

## **Pork Carnitas Torta Melt**

Tender pork carnitas, shredded cheddar, refried beans, whole-grain panini bread

# **Cilantro Lime Grilled Chicken Panini**

Crisp baked julienne chicken strips, caramelized onions, panini flatbread, cilantro-lime mayo

### Eggplant, Zucchini, Tomato and Provolone Panini

Grilled eggplant, vine ripe tomato, smoky provolone, basil, shredded mozzarella, toasted whole-grain bread

### **Grilled Chicken Cobb Panini**

Grilled chicken, smoky bacon, vine ripe tomato, julienne peppers, cheddar cheese, whole-grain panini





# Noodles are always a good idea.



Revolution Noodle was developed to respond to the guest demand for Asian cuisine. This concept is designed to be prepared exhibition-style, giving your students a fresh meal assembled to order. We utilize the freshest produce, specific noodles and, of course, housemade broths – the cornerstone of the cuisine.

# **Sample Menu**

### Yokohama Pork Bowl

Shredded pork, ginger soy broth, carrots, edamame, spinach, hard-cooked egg, spaghetti noodles, crunchy topping

# **Vietnamese Pho Beef Bowl**

Beef, pho broth, fresh sliced jalapeno, cilantro, basil, lime wedge, soba, pickled cucumber, red bell pepper, hoisin drizzle

## **Chicken Ramen Bowl**

Chicken, mushrooms, bok choy, corn, scallions, miso broth, ramen noodles

# Korean Tofu and Soba Noodle Bowl

Oven-baked tofu, mushrooms, squash, carrots, scallions, ginger soy broth, pickled cabbage, soba noodles





# Turn your cafeteria into a cheesy paradise.



## Mac & Cheesyology

delivers big flavor with a creative twist on classic mac and cheese. While traditional macaroni and cheese has roots in New England church suppers and Thomas Jefferson's return from Italy, this concept elevates the dish with reinvented recipes. Each serving features classic mac topped with a variety of proteins and vegetables for an exciting flavor experience.

# Sample Menu

## **Korean BBQ Chicken Mac and Cheese**

Crispy popcorn chicken, sweet sesame sauce, peppers, onions

## **Spicy Buffalo Chicken Mac and Cheese**

Crispy popcorn chicken coated in spicy Buffalo sauce

# **BBQ Mac and Cheese**

In-house slow-cooked, pulled pork shoulder

#### **Butternut Squash Mac and Cheese**

Roasted cinnamon butternut squash





# Packed with protein, smoothies offer students chilled, fruity fun.



Wondering where to find

the best smoothie in your area? Now it's in your cafeteria. Smoothies are a great way to boost sales throughout the day, and our recipes use real, wholesome milk or yogurt with fresh fruits and vegetables to deliver powerful nutrients that keep students (and staff) fueled all day. The concept is flexible enough to be a standalone station, an add-on to a current concept or coffee bar, or it can be served right from the line.

#### Sample Menu

#### **Mango Lassi**

Vanilla yogurt and skim milk blended with mango and cardamom

#### **Dragon Fruit Banana**

Vanilla yogurt and skim milk blended with dragon fruit and banana

## Avocado Kale Mango

Strawberry yogurt and skim milk blended with avocado, kale and mango

### **Strawberry Oat**

Strawberry yogurt and skim milk blended with strawberries and oats





# A growing trend!

Plant-based meal options are here to stay, with vegan, vegetarian, flexitarian and plant-forward eating

patterns becoming more popular across the nation. Veg Out embraces this trend by bringing fruit and vegetable-based dishes to the center of the plate.

While many students identify as vegetarian or vegan, others simply want to reduce their meat intake. A plant-forward diet isn't about eliminating food groups; it's about adding and enjoying more plants. With over 20,000 edible plants on the planet, there are countless ways to create fresh, plant-based entrees.

# **Sample Menu**

#### **Roasted Eggplant Lasagna**

Roasted eggplant layered with bell peppers, mushrooms, ricotta, garlic, fresh basil and mozzarella

## Veggie Chili

Flaky biscuit topped with a hearty chili of corn, black beans, tomatoes, onions, bell peppers, butternut squash, cheddar cheese

## Southwest Corn and Black Bean Wrap

Corn and black bean salad with zesty salsa and fresh cilantro wrapped in a whole-grain flour tortilla

### Chickpea Biryani Bowl

Creamy Indian-inspired dish of rice, beans, vegetables, spices





# Enjoy a hearty breakfast all day long. \_\_\_\_\_RUSH

# No matter what time it is, students will crave these

\_RUSH \_HOUR

delicious options whenever they want something guaranteed to satisfy. With today's hectic schedules and early morning starts, some lunch periods even take place in the morning. Many students aren't ready for traditional afternoon fare or don't have the opportunity to consistently enjoy a variety of breakfast foods.

# **Sample Menu**

## All American Breakfast Bowl

A hearty breakfast with a flaky biscuit, scrambled egg, potato tots, peppered gravy, cheddar cheese

## **Orange Crush Parfait with Cheerios**

Mandarin oranges, low-fat vanilla yogurt, Cheerios

## **Fresh Fruit Flatbread Pizza**

Whole-grain flatbread, blueberries, banana slices, strawberries, low-fat vanilla yogurt, vanilla, cinnamon

## **Chorizo Egg Bowl**

Fluffy scrambled eggs, spicy sausage, peppers, onions, salsa





Butcher + Baker features top quality sliced meats, cheeses, artisanal breads and side salads.



This premium deli offering gives your students a wide

array of daily specialty sandwiches, salads, wraps and customizable options. Students get to choose each part of their sandwich, including toppings, sides, freshly prepared condiments and spreads. B+B serves tried-and-true favorites alongside more adventurous flavors to keep students full and happy.

# **Sample Menu**

# **Grilled Chicken Shawarma Wrap**

Grilled chicken, romaine lettuce, vine ripe tomato, shaved red onion, tzatziki sauce, whole-grain wrap

### **Asian Spiced Chicken Salad**

Honey, soy and ginger flavored chicken salad topped with sweet Thai chili slaw, julienne cucumber, cabbage, carrots

# **Citrus Chickpea Salad**

Chickpeas, julienne peppers, shaved red onion, lemon, basil, oregano, cilantro

#### **Roasted Sweet Potato Salad**

Roasted sweet potatoes, green onions, raisins, nutmeg, cinnamon, lemon





Bright colors and aromatics of sweet and spicy flavors.



Dishes inspired by Japanese, Chinese,

Thai and Korean food cultures deliver a made-foryou menu focused on healthy, fresh ingredients. Bok Choy offers a globally inspired cuisine that's on-trend and gives students what they crave.

## **Sample Menu**

## **Korean Chicken Bibimbap Bowl**

Signature Korean dish of steamed rice, assorted and pickled vegetables, topped with a fried egg and bulgogi-style chicken

#### **Tofu Basil Stir-Fry**

Stir-fried tofu, sweet and sour sauce, julienne peppers, caramelized onions, basil

#### **Roasted Ginger-Orange Cauliflower**

Fresh cauliflower roasted with ginger, garlic, lemon zest and orange sauce

### **Thai Pineapple Chicken**

Sauteed chicken, steamed white rice, pineapple, stirfried julienne vegetables, sweet and sour sauce, soy sauce





# A taste of this country's best BBQ creations.

Whether you're in a big city or a small town, barbeque is a beloved classic with regional

sauces offering a range of flavors. Eastern North Carolina uses a vinegar-based sauce, while Western North Carolina prefers a ketchup base. Kansas City BBQ is sweet, spicy and tangy, while Texas BBQ tends to be spicier and less sweet.

RBEQUE

Big City BBQ starts with high-quality proteins like pulled pork, shredded turkey and roasted chicken, paired with a variety of regionally and globally inspired sauces to create sandwiches, wraps, bowls and other BBQ-inspired entrees.

# **Sample Menu**

# **Pulled Pork Sandwich**

Tender, slow cooked in-house, shredded and sauced

## **Shredded Chicken Sandwich**

Juicy shredded chicken sauce tossed and piled high

#### **Build Your Plate**

Pulled pork, shredded chicken, shaved beef, barbacoa turkey with a variety of house-blended sauces

### Sides, Sides, Sides

Creamy coleslaw, potato salad, sweet corn, green beans, baked beans, mac and cheese, biscuits





# Delivering made-toorder, personal-sized pizzas with local flavor.



BUILD Pizza by Design is a fast, fresh and flavorful quick-serve concept based on artisan flatbreads, garden-fresh local produce, flavorful sauces, traditional cheeses and quality proteins. It's a fun experience that delivers mouth-watering flavors with speedy service and lets students build their own creation.

# Sample Menu

## **Roasted Vegetable Supreme**

Roasted mushrooms, tomatoes, caramelized onions, shredded mozzarella, whole-grain flatbread

#### **Grilled Chicken Florentine**

Grilled chicken, fresh spinach, shredded mozzarella, tomato sauce, whole-grain flatbread

## **Hawaiian Flatbread**

Whole-grain, oven-fired flatbread topped with ham, pineapple, melted mozzarella cheese

### **BBQ Chicken Flatbread**

Whole-grain, oven-fired BBQ chicken flatbread topped with caramelized onions and melted cheddar cheese





# Inspired by the regional flavors of India.



Chaat House offers vibrant, customizable dishes like bowls and wraps filled with flavorful curries, masalas and colorful vegetables. Chaat refers to Indian snack foods that blend sweet, sour and spicy flavors. Originally developed by Chartwells Higher Ed, Chaat House brings its bold, exciting flavors to K-12 schools, with a menu crafted to appeal to Gen Z.

# Sample Menu

# **Chicken Tikka**

A creamy Indian-style tomato sauce with chicken and aromatic spices

#### **Garam Masala Baked Fish**

Flaky white fish baked with an exotic blend of Indian spices

## **Herb Chicken**

A blend of aromatic spices, braised chicken, yogurt sauce

# **Simmered Lentils**

Tomatoes, chili powder, cilantro





# Classic favorites with exciting flavors.

Flame offers classic student favorites like



burgers and sandwiches alongside upscale options, unique toppings, limited-time offers and vegetarian items. Committed to freshness, the menu includes seasonal local produce, whole-grain bread and no artificially added trans fats. Daily offerings feature traditional burger toppings, specialty items and an array of housemade spreads and aioli. Flame allows students to fully customize their meals, creating their own signature sandwiches while enjoying innovative flavors that elevate the traditional burger experience.

# **Sample Menu**

#### **Avocado Cheddar Burger**

Grilled beef patty, diced avocado, sharp cheddar, whole-grain bun

## **BBQ Bacon Cheddar Burger**

Grilled beef burger, cheddar cheese, bacon, zesty BBQ sauce, whole-grain bun

## **Mushroom Swiss Burger**

Grilled beef burger, sauteed mushrooms, Swiss, whole-grain bun

#### **Grilled Pineapple Chicken Ciabatta**

Grilled chicken, shaved red onion, roasted pineapple, whole-grain ciabatta bun





# A customizable salad experience.

Market Fresh highlights fresh fruits, seasonal produce and superfoods sourced from local farmers whenever possible. Designed as a fully customizable

Designed as a fully customizable salad bar solution, Market Fresh enhances your school dining program with an array of fresh vegetables, lean proteins, whole grains and housemade dressings, allowing students the freedom to create their ideal salad or select from a wide variety of signature options.

market

# Sample Menu

## **Cranapple Spinach Tofu Salad**

Baby spinach topped with cheddar cheese, cranberries, sunflower seeds, tangy housemade vinaigrette

## Grilled Chicken Salad with Strawberries and Feta

Grilled chicken, fresh sliced strawberries, mixed field greens, crumbled feta cheese

#### **Asian Edamame Salad**

Asian-inspired salad, julienne vegetables, edamame, crunchy tortilla strips, sesame soy vinaigrette

## **Panzanella Salad**

Crisp romaine, toasted croutons, crumbled feta cheese, cucumber, vine ripe tomatoes, shaved red onion, black olives, balsamic vinaigrette





A true culinary experience featuring everything we love about chicken.



# The Roost offers three staple

chicken sandwiches every day – the original chicken sandwich, Nashville hot chicken sandwich and classic grilled chicken sandwich – along with cheftested options for added variety. Featuring on-trend flavors like honey mustard BBQ, cilantro lime and teriyaki pineapple, these sandwiches provide the exciting flavors students expect from their favorite restaurants. Coupled with side salads, The Roost brings popular food trends to the cafeteria.

# Sample Menu

#### **Honey Mustard BBQ Chicken**

Breaded chicken fillet, shredded cheddar, crisp bacon, honey mustard BBQ, toasted whole-grain roll

### Teriyaki Pineapple Chicken

Breaded chicken fillet, pineapple-corn salsa, teriyaki glaze, toasted whole-grain bun

## **Nashville Hot Chicken**

Breaded chicken fillet, housemade Nashville spicy sauce, toasted whole-grain bun

# Greek Chicken Tzatziki

Marinated grilled chicken, tzatziki sauce, leaf lettuce, vine ripe tomato, whole-grain flatbread





ON THE GO

# The solution to busy schedules.

Busy students and staff are looking for meals and snacks that are quick and flavorful, and your cafeteria can be

well positioned to satisfy them. On the Go offers a diverse roster of salads, gourmet sandwiches and sides.

# **Sample Menu**

## **Strawberry Banana Smoothie**

Low-fat vanilla yogurt, fresh banana and blended strawberries in a high-protein drink

### **Italian Sub**

House-baked whole-grain bread, turkey, ham, salami, banana peppers, provolone cheese

## **Berry Breakfast Parfait**

Mixed berries, housemade nut-free granola, fat-free vanilla yogurt

## **Chopped Cobb Salad**

Salad greens, boiled egg, chopped bacon, diced tomato, deli turkey, avocado





Experience this great country through the power of food.



Take your students on a journey through the quadrants of the U.S., where they will learn about local favorites and the geography that allows each region to produce certain foods for the entire country. Designed to spark curiosity about agriculture and cuisines around the country, Roadtrip is packed full of delicious recipes and fun activities for students of all ages.

# Sample Menu

## **Tex-Mex Turkey Chili Mac**

Southwestern spices, kidney beans, tomato sauce, macaroni, bubbly baked cheese, crunchy tortilla

## Pierogi

Potato and cheese dumplings, creamy housemade cheese sauce

# **Fish Tacos**

Crispy seasoned white fish, lettuce, tomatoes, cheddar, soft tortilla

## **Tater Tot Casserole**

Creamy mushroom gravy, corn, ground beef, crunchy potato tots baked to a bubbling golden brown





# **Age-Appropriate Menus**

Students' needs change as they grow. Our menus, engagement programs and cafeteria environments are designed to meet their specific needs at each grade level. Our trend research and culinary innovation help us meet them where they are today and prepare for what they'll need in the future.

A quarter of children under 6 years old have their own smartphone.

Source: E15

# **Elementary School**

Your youngest students are at a critical time in their development and education. They're just starting to cultivate their own specific tastes. Our mission is to present them with the best food to fuel their young minds – food they'll actually want to eat. We'll support health, wellness and academic success with programs that:

- · Focus on fresh fruits and vegetables.
- · Form good eating and nutrition habits.
- Encourage independent choices by incorporating student feedback.
- Support classroom curriculum with a focus on food and nutrition themes.
- Make the connection between nutrition, learning and overall health.

# Generation Alpha is looking for:

Smoothie



Advanced technology



Creativity



Convenience





Source: E15



# Middle School

Middle school students want more choices and more independence. More brain and body fuel is necessary for the rigorous curriculum and schedule expected of them at this age. These years can also be more physically demanding with team sports and afterschool activities. Our support for middle school students includes a focus on:

- Expanded meal choices, variety and customization.
- Exploring new foods and connecting with other cultures through Global Eats.
- Increased responsibility for one's own health and nutrition.
- Independence and self-management to ensure the fuel is sufficient for the task.
- Elevated dining environments that foster connection and a sense of community.



Source: Datassential

# **High School**

Regardless of a student's specific path forward after graduation, high school prepares them for what comes next in life. Good nutritional habits are essential to maximize what students receive from this step in their education. Students at this age are self-directed; they want lots of choices and the responsibility for making them. Chartwells will support their readiness through:

- Choices that encourage the pursuit of a healthy lifestyle.
- Alternative methods of meal service to accommodate a variety of schedules and preferences.
- Opportunities to experience a variety of foods and cultural cuisines.
- Student Choice programming that gives them a voice.
- A cafeteria environment that reflects a collegiate food hall experience.

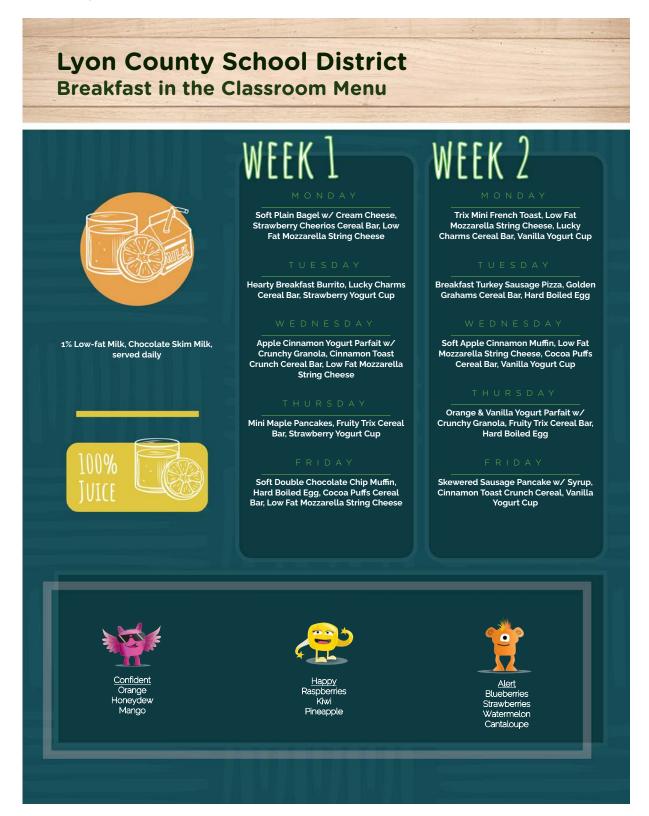
Gen Z are experientialists. Dining isn't just about food; it's an experience.

> 43% of Gen Z consumers are experientialists vs. 28% of the population

> > Source: Datassential

(b) Provide a 21-day breakfast menu that will meet the USDA requirements.

# **21-Day Breakfast Menu**



# Lyon County School District Breakfast in the Classroom Menu

# WEEK 3

#### MONDAY

Whole Cinnamon Swirl Pastry, Low Fat Mozzarella String Cheese, Vanilla Goldfish Graham Crackers, Strawberry Banana Yogurt Cup

#### TUESDAY

Hearty Breakfast Burrito, Mini Banana Chocolate Chunk BeneFIT Bar, Low Fat Mozzarella String Cheese

#### WEDNESDAY

Strawberry Cream Cheese Stuffed Bagel, Hard Boiled Egg, Eggo Cinnamon French Toast Graham Crackers

#### THURSDAY

Soft Apple Cinnamon Soft Oatmeal Round, Low Fat Mozzarella String Cheese, Blueberry Nutrigrain Bar, Low Fat Mozzarella String Cheese

#### RIDAY

Turkey Sausage Pancake Sandwich w/ Breakfast Syrup, Chocolate Tiger Graham Crackers, Strawberry Banana Yogurt Cup

# WEEK 4

#### ΜΟΝΟΑΥ

Mini Cinnamon Waffles w/ Breakfast Syrup, Cocoa Puffs Cereal Bar, Hard Boiled Egg

#### TUESDAY

Turkey Sausage & Egg Breakfast Bagel, Strawberry Nutrigrain Bar, Low Fat Mozzarella String Cheese

#### WEDNESDAY

Soft Blueberry Muffin, Low Fat Mozzarella String Cheese, Lucky Charms Cereal Bar, Hard Boiled Egg

#### THURSDAY

Sausage Egg & Cheese Biscuit, Cocoa Chip BeneFIT Bar, Low Fat Mozzarella String Cheese

#### FRIDAY

Peach Cobbler Yogurt Parfait w/ Crunchy Granola, Fruity Trix Cereal Bar, Hard Boiled Egg Assorted Fresh Fruit or 100% Fresh Fruit Juices

# WEEK 5

. . . . . . . . . . . .

Soft Plain Bagel w/ Cream Cheese, Strawberry Cheerios Cereal Bar, Low Fat Mozzarella String Cheese



Grain or protein entree



Two fruits side dishes



Choice of milk

# BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:

Watermelon, Cantaloupe, Gala Apples, and Juicy Peaches

# Lyon County School District Head Start Pre – K Breakfast Menu



1% Low-fat Milk served daily



# WEEK 1

#### MONDA

Buttermilk Pancakes Breakfast Syrup Warm Baked Apple Slices

#### TUESDAY

Crispy Chicken Biscuit Sandwich

#### WEDNESDAY

Fruit Breakfast Wrap Fresh ripe Banana

#### THURSDAY

Banana Toast

#### FRIDAY

Turkey Ham Breakfast Quesadilla Chilled Applesauce

# week 2

#### MONDAY

Soft Blueberry Bagel Light Cream Cheese Chilled Peaches

#### TUESDAY

Turkey Bacon, Egg, & Cheese on a Biscuit

#### WEDNESDAY

Sunbutter & Jelly Pancake Sandwich Fresh Pear

#### THURSDAY

Breakfast Turkey Sausage Pizza

#### FRIDAY

Turkey Sausage Biscuit Sandwich Fresh ripe Banana

<u>Confident</u> Orange Mango Honeydew



<u>Happy</u> Kiwi Pineapple Raspberries

This institution is an equal opportunity provider.



<u>Alert</u> Cantaloupe Blueberries Watermelon Strawberries

# Lyon County School District Head Start Pre – K Breakfast Menu

# WEEK 3

#### MONDAY

Sausage & Egg on English Muffin Chilled Diced Pears

#### TUESDAY

Turkey Bacon, Egg & Cheese Bagel

### WEDNESDAY

Crispy Chicken & Waffle Fresh ripe Banana

#### THURSDAY

Whole Grain French Toast Sticks Breakfast Syrup

#### FRIDAY

Breakfast Quesadilla Chilled Applesauce

# WEEK 4

Turkey Sausage Egg Breakfast Tacos Warm Baked Apple Slices

#### TUESDAY

Homemade French Toast Casserole Strawberry Topping

#### WEDNESDAY

Turkey Sausage Biscuit Sandwich Fresh Pear

## THURSDAY

#### Sunbutter Berry English Muffin

## FRIDAY

Breakfast Toasty Cheese Sandwich Fresh ripe Banana Assorted Fresh Fruit 100% Fruit Juice every Tuesday and Thursday

#### MONDAY

WEEK 5

Buttermilk Pancakes Breakfast Syrup Warm Baked Apple Slices

 $\overrightarrow{BREAKFAST} = \overleftarrow{C}$ 



Grain or protein entree



- .

Two fruits side dishes



Choice of milk

# **BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:**

This institution is an equal opportunity provider.

Fuji Apples, Gala Apples, Bosc Pear, and Anjou Pear

# Lyon County School District Middle School Breakfast Menu







MONDAY

Whole Grain French Toast Sticks w/
 Breakfast Syrup, J Fluffy Scrambled Eggs w/
 Cheddar Cheese, Freshly Baked Flaky Biscuit,
 J Baked Oatmeal w/ Apple, Pork Sausage
 Patty

Ø Dragon Fruit Banana Smoothie w/Crunshy Granola, Ø Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Peaches, 🙀 Fresh Gala Apple, Fresh Kiwi Wedges

#### F U E S D A Y

Crispy Chicken Biscuit Sandwich, # Fluffy Scrambled Eggs w/ Cheddar Cheese, Fresh Baked Flaky Biscuit, # Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Ø Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Chilli Spiced Mango, Fresh Juicy Grapefruit

#### WEDNESDAY

Fruit Breakfast Wrap, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Ø Oatrageous Apple Pie Overnight Oats, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh cut Watermelon, Fresh Plump Red Seedless Grapes, Fresh Gala Apple

#### THURSDAY

Ø Banana Toast, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Ø Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, ø Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Juicy Orange Wedges, Fresh Ripe Banana

#### FRIDAY

Turkey Ham Breakfast Quesadilla, ø Fluffy Scrambled Eggs w./ Cheddar Cheese, Freshly Baked Flaky Biscuit, ø Baked Oatmeal w./ Apple, Pork Sausage Patty

Strawberry Banana Smoothie, 
 Horchata
 Apple Parfait w/ Cinnamon Chex

Fresh Ripe Banana, 🙀 Fresh Juicy Nectarine, Chilled Apricots

#### MONDAY

Homemade Turkey Chorizo & Tater Tot Burrito Fluffy Scrambled Eggs w/ Cheddar Cheese English Muffin w/ Strawberry Jam, Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, # Fresh Bagel w/Cream Cheese, # Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, 🖗 Fresh Juicy Peach, 🖗 Fresh Gala Apple

#### TUESDAY

Bacon, Egg, & Cheese Biscuit, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, 
 Fresh Baked
 Blueberry Muffin

Fresh Juicy Orange, Resh Ripe Pear, Banana and Strawberry Slices

#### WEDNESDAY

 Creamy Sunbutter & Jelly Pancake Sandwich, 
 Fluffy Scrambled Eggs w/ Cheddar Cheese, 
 English Muffin w/ Strawberry Jam, 
 Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, ø Dragon Fruit Banana Smoothie, ø Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, M Fresh cut Cantaloupe, Fresh Juicy Orange Wedges

#### THURSDAY

Fresh Baked Cinnamon Rolls, 
Fresh Baked Cinnamon Rolls, 
Fresh Baked Eggs w/ Cheddar Cheese, 
English Muffin w/ Strawberry Jam, 
Warm
Cinnamon Oatmeal, Low Fat Mozzarella String
Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, 
 Fresh Baked
 Blueberry Muffin

🖷 Fresh Ripe Pear, 📷 Fresh Fruit Salad, 🙀 Fresh Gala Apple

#### FRIDAY

Freshly Baked Whole Grain Biscuit w/ Creamy Sausage Gray, g Fluffy Scrambled Eggs w/ Cheddar Cheese, g English Muffin w/ Strawberry Jam, g Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, ø Dragon Fruit Banana Smoothie, ø Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, 🕷 Fresh Juicy Nectarine, Chilled Apricots

# Lyon County School District Middle School Breakfast Menu



#### ΜΟΝΔΑΥ

Crispy Chicken Biscuit Sandwich, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Strawberry Banana Smoothie, 
 Strawberry
 Parfait w/ Crunchy Granola

Fresh Ripe Banana, 👦 Chilled Peaches, Fresh Tart Granny Smith Apple

#### TUESDAY

Cinnamon Glazed French Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Plump Red Seedless Grapes, Sliced Fresh Strawberries

#### WEDNESDAY

 Breakfast Quesadilla with Apple Yogurt Dip,
 Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, ø
 Hommade Apple Spice Loaf, Pork Sausage Patty

Mango Chili Lime Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Tart Granny Smith Apple, Strawberry Apricot Fruit Salad

#### THURSDAY

Sausage, Egg & Cheese Croissant, ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

- Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers
- Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Plump Fresh Blueberries

#### FRIDAY

Egg & Cheddar Breakfast Quesadilla, ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Ø Dragon Fruit Banana Smoothie, ø Strawberry Parfait w∕ Crunchy Granola Granola

Fresh Ripe Banana, 🙀 Fresh Juicy Nectarine, Chilled Apricots

👩 Vegetarian 🐞 Locally grown

This institution is an equal opportunity provider

#### MONDAY

Pepper Jack Loaded Breakfast Taco,
 Fluffy Scrambled Eggs w/ Cheddar Cheese,
 Cinnamon Sugar Breadstick,
 Homemade
 Pumpkin Bar, Low Fat Mozzarella String
 Cheese, Pork Sausage Patty

Horchata Apple Parfait w/ Cinnamon Chex, Fresh Ripe Banana

Chilled Peaches, 🙀 Fresh Gala Apple

#### TUESDA

Homemade French Toast Casserole w/ Warm Apple Topping, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Peachy Strawberry Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Cubed Cantaloupe, Fresh Whole Apple Gala

#### NEDNESDAY

Homemade Griddle Style Pancakes w/ Breakfast Syrup, Joasty Breakfast Cheese Sandwich, JCinnamon Sugar Breadstick, J Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

🖉 Horchata Apple Parfait w/ Cinnamon Chex

Sliced Peaches, 😹 Fresh Ripe Pear, Fresh Plump Red and Green Seedless Grapes

#### THURSDAY

Creamy Sunbutter Berry English Muffin, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Pumpkin Bar, Low Fat Mozzarella String Cheese

Strawberry Parfait w/ Crunchy Granola, 
 Peachy Strawberry Smoothie, Graham
 Crackers

Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Fresh Cubed Cantaloupe

#### FRIDAY

Huevos Rancheros Tacos, ¢ Fluffy Scrambled Eggs w/ Cheddar Cheese, ¢ Cinnamon Sugar Breadstick, ¢ Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

ø Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Nectarine, Chilled Apricot Applesauce



100% FRUIT JUICES:, 100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

DAILY CEREAL OPTIONS:, Cinnamon Toast Crunch Cereal, Cocca Puffs Cereal, Lucky Charms Cereal, Honey Cheerios Cereal, served daily

MONDAY

Sausage, Egg & Cheese Croissant, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Pumpkin Overnight Oats

Ø Mango Chile Lime Smoothie, Ø Blueberry Parfait w/ Crunchy Granola, Chilled Peaches

💂 Fresh Gala Apple, Fresh Kiwi Wedges, Peachy Summer Salad



# Lyon County School District High School Breakfast Menu







This institution is an equal opportunity provid

#### ΜΟΝΔΑΥ

Whole Grain French Toast Sticks w/
 Breakfast Syrup, J Fluffy Scrambled Eggs w/
 Cheddar Cheese, Freshly Baked Flaky Biscuit,
 Baked Oatmeal w/ Apple, Pork Sausage
 Patty

Ø Dragon Fruit Banana Smoothie w/Crunshy Granola, Ø Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Peaches, 🙀 Fresh Gala Apple, Fresh Kiwi Wedges

#### F U E S D A Y

Crispy Chicken Biscuit Sandwich, # Fluffy Scrambled Eggs w/ Cheddar Cheese, Fresh Baked Flaky Biscuit, # Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, Ø Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Chilli Spiced Mango, Fresh Juicy Grapefruit

#### WEDNESDAY

Fruit Breakfast Wrap, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Ø Oatrageous Apple Pie Overnight Oats, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh cut Watermelon, Fresh Plump Red
 Seedless Grapes, Fresh Gala Apple

#### THURSDAY

Banana Toast, J Fluffy Scrambled Eggs w/
 Cheddar Cheese, Freshly Baked Flaky Biscuit,
 Baked Oatmeal w/ Apple

Low Fat Mozzarella String Cheese, Hard Boiled Egg, ø Vanilla, Apple & Orange Smoothie, Graham Crackers

Fresh Ripe Pear, Juicy Orange Wedges, Fresh Ripe Banana

#### FRIDAY

Turkey Ham Breakfast Quesadilla, # Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, # Baked Oatmeal w/ Apple, Pork Sausage Patty

Strawberry Banana Smoothie, Horchata Apple Parfait w/ Cinnamon Chex

Fresh Ripe Banana, 🙀 Fresh Juicy Nectarine, Chilled Apricots

#### MONDAY

Homemade Turkey Chorizo & Tater Tot Burrito Fluffy Scrambled Eggs w/ Cheddar Cheese English Muffin w/ Strawberry Jam, Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, # Fresh Bagel w/Cream Cheese, # Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, 🖗 Fresh Juicy Peach, 🖗 Fresh Gala Apple

#### TUESDAY

Bacon, Egg, & Cheese Biscuit, Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, 
 Fresh Baked
 Blueberry Muffin

Fresh Juicy Orange, Resh Ripe Pear, Banana and Strawberry Slices

#### WEDNESDAY

 Creamy Sunbutter & Jelly Pancake Sandwich, 
 Fluffy Scrambled Eggs w/ Cheddar Cheese, 
 English Muffin w/ Strawberry Jam, 
 Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, ø Dragon Fruit Banana Smoothie, ø Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, 🛪 Fresh cut Cantaloupe, Fresh Juicy Orange Wedges

#### THURSDAY

Fresh Baked Cinnamon Rolls, J Fluffy Scrambled Eggs w/ Cheddar Cheese, English Muffin w/ Strawberry Jam, J Warm Cinnamon Oatmeal, Low Fat Mozzarella String Cheese, Hard Boiled Egg

Chile Lime Mango Smoothie, 
 Fresh Baked
 Blueberry Muffin

🖷 Fresh Ripe Pear, 📷 Fresh Fruit Salad, 🙀 Fresh Gala Apple

#### FRIDAY

Freshly Baked Whole Grain Biscuit w/ Creamy Sausage Gravy, p Fluffy Scrambled Eggs w/ Cheddar Cheese, p English Muffin w/ Strawberry Jam, p Warm Cinnamon Oatmeal

Low Fat Mozzarella String Cheese, ø Dragon Fruit Banana Smoothie, ø Peach Cobbler Yogurt Parfait w/ Crunchy Granola

Fresh Ripe Banana, ... Fresh Juicy Nectarine, Chilled Apricots

# Lyon County School District High School Breakfast Menu



#### MONDAY

Crispy Chicken Biscuit Sandwich, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Strawberry Banana Smoothie, 
 Strawberry
 Parfait w/ Crunchy Granola

Fresh Ripe Banana, 👦 Chilled Peaches, Fresh Tart Granny Smith Apple

#### TUESDAY

Cinnamon Glazed French Toast, Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Plump Red Seedless Grapes, Sliced Fresh Strawberries

#### WEDNESDAY

 Breakfast Quesadilla with Apple Yogurt Dip,
 Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, ø
 Hommade Apple Spice Loaf, Pork Sausage Patty

Mango Chili Lime Smoothie, Strawberry Parfait w/ Crunchy Granola

Fresh Ripe Banana, Fresh Tart Granny Smith Apple, Strawberry Apricot Fruit Salad

#### THURSDAY

Sausage, Egg & Cheese Croissant, ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Low Fat Mozzarella String Cheese

- Cherry Yogurt Cup, Apple Cinnamon Smoothie, Graham Crackers
- Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Plump Fresh Blueberries

#### FRIDAY

Egg & Cheddar Breakfast Quesadilla, ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Sliced Whole Grain Cinnamon Toast, cereal options, Pork Sausage Patty

Ø Dragon Fruit Banana Smoothie, ø Strawberry Parfait w∕ Crunchy Granola Granola

Fresh Ripe Banana, 🙀 Fresh Juicy Nectarine, Chilled Apricots

👩 Vegetarian 🐞 Locally grown

This institution is an equal opportunity provider

#### MONDAY

Pepper Jack Loaded Breakfast Taco,
 Fluffy Scrambled Eggs w/ Cheddar Cheese,
 Cinnamon Sugar Breadstick,
 Homemade
 Pumpkin Bar, Low Fat Mozzarella String
 Cheese, Pork Sausage Patty

# Horchata Apple Parfait w/ Cinnamon Chex, Fresh Ripe Banana

Chilled Peaches, 🙀 Fresh Gala Apple

#### TUESDA

Homemade French Toast Casserole w/ Warm Apple Topping, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese

Cherry Yogurt Cup, Peachy Strawberry Smoothie, Graham Crackers

Chilled Diced Pears, Fresh Cubed Cantaloupe, Fresh Whole Apple Gala

#### NEDNESDAY

Homemade Griddle Style Pancakes w/ Breakfast Syrup, Joasty Breakfast Cheese Sandwich, JCinnamon Sugar Breadstick, J Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

🖉 Horchata Apple Parfait w/ Cinnamon Chex

Sliced Peaches, 😹 Fresh Ripe Pear, Fresh Plump Red and Green Seedless Grapes

#### THURSDAY

Creamy Sunbutter Berry English Muffin, Fluffy Scrambled Eggs w/ Cheddar Cheese, Cinnamon Sugar Breadstick, Pumpkin Bar, Low Fat Mozzarella String Cheese

Strawberry Parfait w/ Crunchy Granola, 
 Peachy Strawberry Smoothie, Graham
 Crackers

Fresh Ripe Pear, Chilled Tropical Fruit Cocktail, Fresh Cubed Cantaloupe

#### FRIDAY

Huevos Rancheros Tacos, ¢ Fluffy Scrambled Eggs w/ Cheddar Cheese, ¢ Cinnamon Sugar Breadstick, ¢ Homemade Pumpkin Bar, Low Fat Mozzarella String Cheese, Pork Sausage Patty

ø Horchata Apple Parfait w/ Cinnamon Chex

Fresh Juicy Nectarine, Chilled Apricot Applesauce



100% FRUIT JUICES:, 100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

DAILY CEREAL OPTIONS:, Cinnamon Toast Crunch Cereal, Cocca Puffs Cereal, Lucky Charms Cereal, Honey Cheerios Cereal, served daily

MONDAY

Sausage, Egg & Cheese Croissant, Ø Fluffy Scrambled Eggs w/ Cheddar Cheese, Freshly Baked Flaky Biscuit, Oatrageous Pumpkin Overnight Oats

Mango Chile Lime Smoothie, Blueberry Parfait w/ Crunchy Granola, Chilled Peaches

💂 Fresh Gala Apple, Fresh Kiwi Wedges, Peachy Summer Salad



# Lyon County School District Summer Breakfast Menu



1% Low-fat Milk, Chocolate Skim Milk, Strawberry Skim Milk, served daily



# WEEK I

#### MONDAY

Buttermilk Pancakes w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Chilled Mixed Fruit Cocktail

#### TUESDA

Fluffy Scrambled Eggs, Sliced Whole Grain Toast, Reduced Sugar Trix Cereal, Cocoa Puffs Cereal

#### WEDNESDAY

Golden Baked Whole Grain Waffles w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Fresh Ripe Banana

#### THURSDAY

Crispy Chicken Biscuit Sandwich, Reduced Sugar Trix Cereal, Cocoa Puffs Cereal

#### FRIDAY

Soft Plain Bagel w/ Light Cream Cheese, Cinnamon Toast Crunch Cereal, Rice Chex Cereal, Chilled Applesauce

#### MONDAY

WEEK 2

Turkey Sausage Biscuit Sandwich, Cheerios Cereal, Cocoa Puffs Cereal, Chilled Peaches

#### TUESDAY

Buttermilk Pancakes w/ Breakfast Syrup, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal

#### WEDNESDAY

Soft Blueberry Bagel w/ Light Cream Cheese, Cheerios Cereal, Cocoa Puffs Cereal, Fresh Ripe Pear

#### THURSDAY

Fresh Baked Flaky Biscuit w/ Creamy Sausage Gravy, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal

#### FRIDAY

Breakfast Turkey Sausage Pizza, Cheerios Cereal, Cocoa Puffs Cereal, Fresh Ripe Banana



<u>Confident</u> Orange Mango Honeydew



<u>Happy</u> Kiwi Pineapple Raspberries

This institution is an equal opportunity provider



<u>Alert</u> Cantaloupe Blueberries Watermelon

# Lyon County School District Summer Breakfast Menu

# WEEK 3

#### MONDAY

Golden Baked Whole Grain Waffles w/ Breakfast Syrup, Cheerios Cereal, Cinnamon Chex Cereal

#### TUESDAY

English Muffin with Egg & Cheese, Blueberry Chex Cereal, Cocoa Puffs Cereal

#### WEDNESDAY

Buttermilk Pancakes w/ Breakfast Syrup, Cheerios Cereal, Cinnamon Chex Cereal, Fresh Ripe Banana

#### THURSDAY

Ham, Egg & Cheese Burrito, Blueberry Chex Cereal, Cocoa Puffs Cereal

#### FRIDAY

Soft Blueberry Bagel w/ Light Cream Cheese, Cheerios Cereal, Cinnamon Chex Cereal, Chilled Applesauce

# WEEK 4

#### MONDA

Whole Grain French Toast Sticks w/ Breakfast Syrup, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Chilled Mixed Fruit Cocktail

#### TUESDAY

Turkey Sausage Biscuit Sandwich, Reduced Sugar Trix Cereal, Honey Cheerios Cereal

#### WEDNESDAY

Buttermilk Pancakes w/ Breakfast Syrup, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Fresh Ripe Pear

#### THURSDAY

Fresh Baked Flaky Biscuit w/ Creamy Sausage Gravy, Reduced Sugar Trix Cereal, Honey Cheerios Cereal Bowl

#### FRIDAY

Crispy Chicken Biscuit Sandwich, Corn Chex Cereal, Cinnamon Toast Crunch Cereal, Fresh Ripe Banana

#### Assorted Fresh Fruit served Daily

100% Apple Juice, 100% Orange Juice, 100% Grape Juice, served daily

# WEEK 5

#### MONDAY

Soft Plain Bagel w/ Light Cream Cheese, Cinnamon Toast Crunch Cereal, Frosted Mini-Wheats Cereal, Chilled Mixed Fruit Cocktail

BREAKFAST =



Grain or protein entree

+

Two fruits side dishes



Choice of milk

# BREAKFAST FEATURED LOCAL PRODUCE OF THE MONTH:

Fuji Apples, Gala Apples & Bosc Pears

This institution is an equal opportunity provider

(c) Provide a 21-day lunch menu for all applicable age grade groups that will meet the USDA requirements.

# **21-Day Lunch Menu**



	ΜΟΝΟΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	≌ Hearty Baked Penne Turkey	≌ Baja Beef Rice Bowl	Whole Grain French Toast Sticks	📾 Teriyaki Glazed	
r <b>eat</b> e	Bolognese	Seasoned black beans,	Warm strawberry topping	Chicken Brown Fried Rice	popcorn chicken, honey BBQ sauce,
	Roasted Green Beans	salsa, scallions, cilantro Mixed Vegetable Medley	Turkey Sausage Patty	Fresh Stir Fried Vegetables	cinnamon roasted sweet potatoes
	Soft Baked Roll	Medley	Crispy Tater Tots		Hearty Baked Beans
	· · · ·				Soft Baked Roll
MERICAN GLASSICS	All American Cheeseburger	🏉 Classic Cheese Pizza	Classic Bacon Cheeseburger	Traditional Pepperoni Pizza	Classic Crispy Chicken Sandwich
N THE GO	Crispy Chicken Nugget Caesar Salad	Ø Mixed Greens Salad Fresh tomatoes, crispy sliced cucumber.	Crispy Popcorn Chicken Salad Diced tomatoes &	Turkey & Veggie Cobb Salad Hard cooked egg, tomato wedges,	Diced Chicken Breast BLT Salad Romaine, grape tomatoes, shredded
<u></u> 0	Grated parmesan cheese, crisp romaine, creamy garlic dressing	shredded cheddar cheese, light ranch dressing	onions, sliced celery, crisp romaine, light ranch dressing	shredded carrot, romaine, shredded mozzarella, French dressing	mozzarella cheese, croutons, homemade tomato vinaigrette
	😽 Whole Fresh Pear	Chilled Mixed Fruit	Bananas w/	Farm Fresh Apple Chilled Mixed Fruit	Whole Juicy
ixtra.	Chilled Cinnamon Applesauce	<ul> <li>Farm Fresh Apple</li> <li>Chopped Romaine</li> </ul>	Cinnamon Sugar Chilled Applesauce	Citrus Kidney & Garbanzo Bean	Orange Ripe Whole Pea
Слијо	Creamy Cheddar & Bacon Pea Salad & Crunchy Zucchini Sticks	Salad & Crisp Baby Carrots & Celery Sticks	<ul> <li>Crisp Celery Sticks</li> <li>Crisp Sliced Cucumbers</li> </ul>	Salad	Reen Bell Pepper Strips Crunchy Broccoli Florets
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SERVI DAIL	ED	<u>ش</u> ۴	Prepared in House	🥔 Vegetarian 🛛 🗮 Lo	ocally grown
VAIL		1% Low-fat M	1ilk Chocolate Skim Milk		

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		Creamy Mashed Potato & Crispy	🚊 Soft Seasoned		Griddle Style Pancakes
or <b>eat</b> e	Turkey Barbacoa Nachos Elotes Style Corn	Popcorn Chicken Bowl Shredded cheddar	Beef Tacos Fiesta Rice Roasted Tomato	Country Style Steak Fingers Savory Green	Homemade warm peach topping Turkey Sausage Patty
		cheese Soft Baked Roll Seasoned Kernel	Salsa Seasoned Black Beans	Beans Soft Baked Roll	Golden Crispy Tate Tots Chilled Mixed Frui
		Corn			Cocktail
AmericaN ClassicS	Crispy Southwest Chicken Filet Sandwich Corn & black bean salsa, shredded lettuce	<b>BLT Burger</b> Classic American Cheeseburger, Grilled Chicken Sandwich	Ham & Cheese Bagel Melt	Brooklyn Style Pepperoni Flatbread	Mozzarella filled Breadsticks Italian style marinara sauce
D <mark>N THE G</mark> O	Ham & Veggie Cobb Salad Hard cooked egg, shredded mozzarella, tomato wedges, sweet mustard dressing	Mediterranean Salad Romaine, spinach, tomatoes, bell pepper, cucumbers, chick peas, homemade vinaigrette, toasted flatbread wedges	Fresh Tuna Garden Salad Diced tomatoes & onion, cucumbers, classic tuna salad, romaine blend, croutons	Chicken Caesar Salad Crispy chicken, grated parmesan cheese, crunchy croutons, creamy garlic dressing	Fresh Mixed Garden Salad Hard cooked egg, diced tomato & onion, crisp romaine, crunchy croutons, orange spiked Italian dressing
	♣ Fresh Juicy Nectarine	🕷 Farm Fresh Apple Whole Juicy	Banana w∕ Cinnamon Sugar	Chilled Applesauce Ripe Juicy Plum	♣ Fresh Juicy Peach
extra.	Chilled Mixed Fruit Corn & Black Bean Salsa Salad	Orange Chopped Romaine Salad	Homemade Confetti Coleslaw & Ripe Fresh Pear	Corn & Black Bean Salsa Salad & Crisp Baby	Whole Ripe Banan Homestyle Potato Salad
	Crisp Cucumber Strips	➡ Crisp Baby Carrots & Celery Sticks	Fresh Tomato Wedges	Carrots & Celery Sticks	😹 Crunchy Broccoli Florets
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DAIL	Y		ilk Chocolate Skim Milk	ſ	
		This institution is	an equal opportunity pro	vider	

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Homemade Crispy Sweet & Sour Chicken Bell pepper, sliced carrot, julienne onion Brown Rice Steamed Peas	Golden Crispy Baked Chicken Tenders Mojo style & southwestern BBQ sauces Crispy Sweet Potato Fries Soft Baked Roll	≅ Grilled Triple Cheese Sandwich Creamy tomato soup Mixed Vegetable Medley	Slow Cooked BBQ Pulled Pork Sandwich Boston Baked Beans Soft Baked Roll	Rotini Pasta with Creamy Alfredo or Italian Style Marinara Sauce Classic beef meatballs, roasted broccoli, sauteed peppers
AMERICAN CLASSICS	🖉 Classic Cheese Pizza	The Perfect Saucy Sloppy Joe	BBQ Cheddar Burger	Mozzarella filled Breadsticks Italian style marinara sauce	Crispy Chicken & Ranch Sandwich
O <mark>n THE G</mark> o	Garden Salad with Mozzarella Diced tomato & onion, crisp romaine, crunchy croutons, balsamic dressing	Southwest Fajita Chicken Salad Romaine & spinach, tomato, onion, cucumber, shredded mozzarella, light ranch dressing, tortilla chips	Turkey Chef Salad Romaine blend, diced tomato, cucumber slices, carrot stipes, shredded cheddar, croutons, Dijon spiked Italian dressing	Chicken Cobb Salad Grilled Chicken Breast, Romaine blend, tomato, hardboiled egg, Creamy Ranch Dressing	Strawberry Chicken Salad Chicken breast, tomato, cucumber, carrot, greens, homemade poppyseed dressing In-house Baked Cornbread
ėxtra. extra	Juicy Whole Orange & Farm Fresh Apple Chopped Romaine Salad & Crisp Sliced Cucumbers	<ul> <li>Fresh Juicy Plum</li> <li>Chilled</li> <li>Pineapple Tidbits</li> <li>Ranch Corn Salad</li> <li>Crunchy</li> <li>Broccoli Florets</li> </ul>	Chilled Mixed Fruit Whole Ripe Banana Citrus Chickpea Salad Fresh Tomato Wedges	<ul> <li>Fresh Ripe Pear</li> <li>Chilled Applesauce</li> <li>Crisp Baby</li> <li>Carrots &amp; Celery</li> <li>Sticks</li> <li>Crunchy</li> <li>Zucchini Sticks</li> </ul>	<ul> <li>Farm Fresh Apple</li> <li>Chilled Mixed Fruit</li> <li>Homemade</li> <li>Pickled Beets</li> <li>Fresh Crunchy</li> <li>Green Beans</li> </ul>
SERV Daii			Prepared in House	🥙 Vegetarian 🛛 🚜 L	ocally grown

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Golden Crispy Chicken Nuggets Sweet & smokey BBQ sauce Hearty Baked Beans Soft Baked Roll	Chicken & Golden Waffles Homemade Hot Honey, or Breakfast Syrup	Crunchy Corn Carne Asada Tacos Fresh homemade pico de gallo Elotes Style Corn	Sweet Batter Dipped Mini Turkey Corn Dogs Steamed Peas	Homemade General Tso's Chicken Stir Fry Brown rice, onion, broccoli, carrots, sesame, chili flakes, soy sauce Roasted Ginger Orange Cauliflowe
AMERICAN CLASSICS	All American Hamburger	Italian Pizza Burger	Crispy BBQ Cheddar Chicken Sandwich	Classic Crispy Chicken Sandwich	Brooklyn Style Pepperoni Flatbread
) <mark>N THE G</mark> O	Ham & Cheddar Chef Salad Tomato wedges, cucumber, shredded cheddar, croutons, light Italian dressing	Chicken & Apple- Cheddar Salad Sweet mustard dressing In-house Baked Cornbread	Garden Veggie Salad Tomato, cucumber, carrot shredded cheddar & mozzarella, croutons, homemade raspberry dressing	Nacho Fun Lunch Thick & chunky salsa, creamy cheddar cheese, toasted flatbread wedges	Creamy Sunbutter & Grape Jelly Sandwich
sixteo .	Juicy Whole Orange Chilled Mixed Fruit	Chilled Mixed Fruit Whole Ripe Banana	<ul> <li>Farm Fresh Apple</li> <li>Chilled</li> <li>Pineapple Tidbits</li> </ul>	Whole Juicy Orange Mailled Peaches	Banana w/ Cinnamon Sugar Chilled Applesauce
extr <u></u> a	Crisp Baby Carrots & Celery Sticks	Fresh Tomato Wedges	Citrus Black Bean Salad	Crunchy Zucchini Sticks	➡ Crisp Baby Carrots & Celery Sticks
	Renarch Crunchy Zucchini Sticks	Biced Crisp Cucumbers	Rresh Crunchy Green Beans	Crunchy Broccoli Florets	Homemade Cilantro Lime Coleslaw
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		This institution is	an equal opportunity prov	vider	

	MONDAY	
cr <b>eat</b> e	Asian Style Chicken & Vegetable Dumplings     Scratch made orange sauce     Sesame Green Beans	
AmericaN glassicS	Classic All American Cheeseburger	and the second
DN THE GO	Crispy Chicken Nugget Caesar Salad Grated parmesan cheese, crisp romaine, creamy garlic dressing	
extra. ext <u>r</u> a	<ul> <li>Fresh Ripe Pear</li> <li>Chilled Cinnamon Applesauce</li> <li>Crisp Cucumber Slices</li> <li>Crunchy Zucchini Sticks</li> </ul>	J
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SERVED DAILY	🛍 Prepared in House 🛛 & Vegetarian 🖬 Locally gro 1% Low-fat Milk Chocolate Skim Milk	wn

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Chicken Fajita Bowl with Black Beans & Brown Rice	Homemade Bubbly Baked Macaroni & Cheese Pulled pork or popcorn chicken, honey BBQ sauce, cinnamon roasted sweet potatoes	Seasoned Beef Walking Tacos Crunchy Doritos chips, creamy cheese sauce, tomato & white bean salad	Tender Pork Carnitas Cheese Quesadilla Homemade Pico de Gallo	Chef Jet's Orange Chicken served with Fried Rice and Green Beans
<b>2</b> <sub>mato</sub>	Aloha Pineapple BBQ Chicken & Ham Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	Chicken Alfredo Broccoli Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Sriracha Mozzarella filled Breadsticks</li> <li>Classic Cheese Pizza Traditional Pepperoni Pizza</li> </ul>	BBQ Chicken Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Red Hot Buffalo Chicken Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni Pizza</li> </ul>
grilled	<ul> <li>Mozzarella &amp; Roasted Italian Vegetable Panini Classic Hamburger All American Cheeseburger</li> <li>Classic Crispy Chicken Sandwich</li> <li>Nashville Hot Chicken Sandwich Waffle Fries</li> </ul>	Chicken Cordon Bleu Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Cowpoke BBQ Bacon Burger w/ Coleslaw Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	<ul> <li>Sriracha Turkey Burger w/ Cilantro Sauce</li> <li>Classic Hamburger All American Cheeseburger</li> <li>Classic Crispy Chicken Sandwich</li> <li>Nashville Hot Chicken Sandwich</li> <li>Seasoned Crinkle Cut Fries</li> </ul>	Honey Dijon BBQ Chicken Sandwich w/ Cheddar Crisp bacon, shredded cheddar Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Mashville Hot Chicken Sandwich Waffle Fries
ON THE GO	Ham & Cheese Wrap Thinly sliced deli ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted fjatbread wedges	Chicken Ranch Wrap Romaine lettuce, sliced tomatoes Ham & Cheddar Chef Salad Tomato, cucumber, cheddar, French dressing, tuasted flatbread wedges	Ham & Cheese Wrap Thinly sliced deli ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	Chicken Ranch Wrap Romaine lettuce, sliced tomatoes Strawberry Yogurt Parfait with House- made Granola	Ham & Cheese Wrap Thinly sliced deli ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges
extra. extra	<ul> <li>Fresh Ripe Pear</li> <li>Fresh Crisp Gala Apples</li> <li>Corn &amp; Black Bean Salad</li> <li>Crisp Sliced Cucumbers</li> </ul>	Ripe Whole Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Spinach & Romaine Salad Fresh Crunchy Carrots	<ul> <li>Fresh Ripe Pear</li> <li>Bananas w/ Cinnamon Sugar</li> <li>Crisp Carrot &amp; Celery Sticks</li> <li>Crunchy Broccoli Florets</li> </ul>	<ul> <li>Whole Red Delicious Apple</li> <li>Chilled Mixed Fruit</li> <li>Crunchy Broccoli Florets</li> <li>Fresh Tomato Wedges</li> </ul>	Whole Juicy Orange Fresh Ripe Pear Corn & Black Bean Salsa Salad Crunchy Zucchini Sticks
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SERV Dail		∬CES: 1% Low Fat White, Skim NTS: Mayonnaise, BBO Sauce Ition is an equal opportunity pr	, Yellow Mustard, Ketchup &		Ly grown

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Beef & Cheese Burrito     Seasoned pinto beans, sour cream	Crispy Popcorn Chicken Bowl Creamy mashed potatoes, cheddar, pan gravy, fresh baked ßaky biscuit	Saucy & Cheesy Enchiladas Seasoned pito beans, fresh avocado, homemade zesty red sauce Chicken Tamales	Tender Pulled Pork or Diced Chicken "TOTchos" Bowl & Crispy Mozzarella Sticks Zesty Italian style marinara sauce	Whole Grain French Toast Sticks Pork sausage patty, warm peach topping, breakfast syrup, home fried potatoes
<b>2</b> <sub>mato</sub>	Broccoli Ricotta Pizza Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Red Hot Buffalo</li> <li>Ranch Chicken Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	Chicken Parm Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Seasoned Chicken Fajita Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Hawaiian Pineapple & Ham Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	BBQ Bacon Cheddar Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Mashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Smothered Italian Chicken Parm Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Mashville Hot Chicken Sandwich Waffle Fries	Spicy Black Bean Veggie Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	<ul> <li>✓ Red Hot Buffalo Ranch Chicken Pizza</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> <li>✓ Nashville Hot</li> <li>Chicken Sandwich</li> <li>Waffle Fries</li> </ul>	Melty Swiss Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	Roasted Red Pepper Hummus Wrap Carrot, tomato, cucumber, mozzarella, Italian dressing Ham Cobb Salad Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	Santa Fe Turkey Wrap Salsa, cheddar, lettuce, tomato Crispy Chicken Caesar Salad Creamy garlic dressing, seasoned croutons, parmesan cheese	Carrot, tomato, cucumber, mozzarella, Italian dressing Ham Cobb Salad Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	Santa Fe Turkey Wrap Salsa, cheddar, lettuce, tomato Crispy Chicken Caesar Salad Creamy garlic dressing, seasoned croutons, parmesan cheese	Roasted Red Pepper Hummus Wrap Carot, tomato, cucumber, mozzarella, Italian dressing Ham Cobb Salad Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges
extra. extra	<ul> <li>Fresh Crisp Gala Apples</li> <li>Whole Juicy Nectarine</li> <li>Cheddar Bacon Pea Salad</li> <li>Fresh Tomato Wedges</li> </ul>	Juicy Whole Orange Fresh Crisp Gala Apples Fresh Crunchy Carrots Tossed Garden Salad	Chili Lime Spiced Mango Fresh Whole Pear Fresh Green Beans Crunchy Broccoli Florets	<ul> <li>Fresh Crisp Gala Apples</li> <li>Juicy Whole Plum</li> <li>Chopped Romaine Salad</li> <li>Red &amp; Green Bell Pepper Strips</li> </ul>	Whole Ripe Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad
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Servi Dail	ү мішк сної	CES: 1% Low Fat White, Skim	Spicy 🚊 Prepared in House Chocolate & Skim Strawberr , Yellow Mustard, Ketchup & I	· · · · · · · · · · · · · · · · · · ·	Lly grown
	This institut	tion is an equal opportunity pr	ovider		

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Homemade Sweet & Sour Popcorn Chicken Brown rice, bell peppers, carrots, onion	Triple Decker Bean Tostado     Homemade Refried beans, shredded cheddar, fresh pico de gallo, guacamole, elotes style corn	Crispy Chicken Tenders Homemade Louisiana Sauce, Crinkle Cut Fries, fresh baked ßaky biscult	Teriyaki Chicken     Noodle Bowl Spinach, carrots, scallions, ginger, soy	Homemade Beef     Lasagna     Garlic Bread
<b>2</b> <sub>mato</sub>	Chicken Bacon Ranch Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Homemade Tender Pork Carnitas Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Margherita Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	Meat Lover's Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Meatball Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	Grilled Chicken Sandwich Fresh-made Jamaican Jerk Sauce Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Crispy Chicken & Cheese Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	<ul> <li>Buffalo Blue Cheese Chicken Sandwich</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Seasoned Crinkle Cut</li> <li>Fries</li> </ul>	Sauteed Mushroom & Swiss Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	Crispy Fish Fillet & Cheese Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla	<ul> <li>Kale Caesar Salad Brown rice, chickpeas, parmesan</li> <li>Crispy Chicken Cajun Wrap</li> <li>Homemade spicy Louislana sauce</li> </ul>	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla	<ul> <li>Kale Caesar Salad Brown rice, chickpeas, parmesan</li> <li>Crispy Cajun Chicken Wrap</li> <li>Homemade spicy Louisiana sauce</li> </ul>	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla
<b>extra.</b> extr <sub>i</sub> a	Whole Juicy Orange Fresh Fuji Apple Crisp Baby Carrots & Celery Sticks Ranch Corn Salad	<ul> <li>Fresh Juicy Plum</li> <li>Fresh Crisp Gala Apples</li> <li>Fresh Tomato Wedges</li> <li>Fresh Green Beans</li> </ul>	Juicy Orange Wedges Whole Ripe Banana Corn & Black Bean Salad Crisp Baby Carrots & Celery Sticks	<ul> <li>Fresh Crisp Fuji Apple</li> <li>Whole Ripe Pear</li> <li>Fresh Tomato Wedges</li> <li>Chopped Romaine Salad</li> </ul>	<ul> <li>Fresh cut Cantaloupe Chilled Mixed Fruit Asian Pinto Bean Salad</li> <li>Crunchy Broccoli Florets</li> </ul>
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Serv Dail		S ICES: 1% Low Fat White, Skim NTS: Mayonnaise, BBQ Sauce tion is an equal opportunity pr	, Yellow Mustard, Ketchup & F	y Milk	Lly grown

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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Korean Chicken Bulgogi BibimBap Bowl Brown rice, carrot, mushrooms, scallions, squash, egg, sesame BBQ	✓ Wietnamese Pork Grain Bowl Brown rice, pickled vegetables, sweet & spicy chili sauce, creamy sriracha drizzle	Country Style Steak Fingers Country Style Gravy, Savory Green Beans & Soft Baked Roll	₩ Bean Tostado Bean Tostado Fresh pico de gallo, sour cream	✓ ☐ Jamaican Style Jerk Roasted Chicken Homemade mango chutney, roasted pineapple, cilantro lime brown rice, seasoned corn
1	Mexican Style Pepper Tomato & Olive Pizza	🎉 Basil Pesto & Feta Pizza	Pepperoni & Jalapeno Pizza	∮ Red Hot Buffalo Chicken Pizza	🎉 Roasted Vegetable Pizza
2 <sub>mato</sub>	<ul> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza
	Mozzarella & Marinara	Crispy Chicken Washoe Co. Sandwich Washoe Co. Sauce & Buttermilk Colesław	∮ Jalapeno Cheddar Burger	BBQ Chicken Bacon Cheddar Sandwich w/ Ranch	Sweet & Smokey BBQ Pork Rib-B-Q Sandwich
grilled	Pizza Burger Classic Hamburger Classic Crispy Chicken Sandwich	Classic Hamburger All American Cheeseburger Classic Crispy Chicken	Classic Hamburger All American Cheeseburger Classic Crispy Chicken	Classic Hamburger All American Cheeseburger Classic Crispy Chicken	Classic Hamburger All American Cheeseburger Classic Crispy Chicken
	Classic Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Sandwich Nashville Hot Chicken Sandwich Waffle Fries	Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Sandwich Nashville Hot Chicken Sandwich Waffle Fries
<u> </u>	<b>Tuna Salad Bento Box</b> Sliced cucumbers, flatbread wedges	<b>Turkey Bento Box</b> Cheese slices, cucumber, βatbread wedges	Tuna Salad Bento Box Sliced cucumbers, Aatbread wedges	<b>Turkey Bento Box</b> Cheese slices, cucumber, flatbread wedges	Tuna Salad Bento Box Sliced cucumbers, Ratbread wedges
ON THE GO	Chicken Salsa Wrap Lettuce, tomato, garlic & herbs	Cran-Apple Rotisserie Chicken Salad Crisp greens, tart apple, red onion, dijon-dill mayonaise, coasted flatbread wedges	Chicken Salsa Wrap Lettuce, tomato, garlic & herbs	Cran-Apple Rotisserie Chicken Salad Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	Lettuce, tomato, garlic & herbs
<b>extra.</b> extra	Whole Juicy Orange Fresh cut Watermelon Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad	<ul> <li>Fresh Juicy Peach</li> <li>Whole Ripe Banana</li> <li>Crisp Sliced</li> <li>Cucumbers</li> <li>Citrus Kidney &amp; Garbanzo</li> <li>Bean Salad</li> </ul>	<ul> <li>Fresh cut Cantaloupe</li> <li>Fresh Crisp Gala Apples</li> <li>Ranch Corn Salad</li> <li>Crunchy Broccoli Florets</li> </ul>	<ul> <li>Fresh cut Fruit Salad</li> <li>Whole Juicy Orange</li> <li>Crisp Baby Carrots &amp; Celery Sticks</li> <li>Chilled Garbanzo Beans</li> </ul>	<ul> <li>Fresh cut Watermelon</li> <li>Fresh Ripe Pear</li> <li>Ranch Corn Salad</li> <li>Fresh Tomato Wedges</li> </ul>
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SERV DAIL	<b>ү</b> міцк сно	JICES: 1% Low Fat White, Skim NTS: Mayonnaise, BBQ Sauce,		y Milk	Ly grown
	This institu	ition is an equal opportunity pro	ovider		

	MONDAY	
cr <b>eat</b> e	Asian Style Chicken & Vegetable Dumplings     Scratch made orange sauce, roasted ginger orange cauliflower	
2 mato	Aloha Pineapple BBQ Chicken & Ham Pizza 🎉 Classic Cheese Pizza Traditional Pepperoni Pizza	
grilled	Mozzarella & Marinara Pizza Burger Classic Hamburger All American Cheeseburger Classic Chicken Sandwich ✓ Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	
ON THE GO	Ham & Cheese Wrap Thinly sliced deli ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted ßatbread wedges	
extra. extra	<ul> <li>Fresh Juicy Plum</li> <li>Fresh cut Cantaloupe</li> <li>Corn &amp; Black Bean Salad</li> <li>Crisp Sliced Cucumbers</li> </ul>	
		*
SERVED DAILY	✓ Spicy  Prepared in House  ✓ Vegetarian  Locally grown MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing This institution is an equal opportunity provider	

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	MONDAY				
cr <b>eat</b> e	Chicken Fajita Bowl with Black Beans & Brown Rice	Homemade Bubbly Baked Macaroni & Cheese Pulled pork or popcorn chicken, honey BBQ sauce, cinnamon roasted sweet potatoes	Seasoned Beef Walking Tacos Crunchy Doritos chips, creamy cheese sauce, tomato & white bean salad	Tender Pork Carnitas     & Cheese Quesadilla     Homemade Pico de Gallo	Chef Jet's Orange Chicken served with Fried Rice and Green Beans
<b>2</b> <sub>mato</sub>	Aloha Pineapple BBQ Chicken & Ham Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	Chicken Alfredo Broccoli Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Sriracha Mozzarella filled Breadsticks</li> <li>Classic Cheese Pizza Traditional Pepperoni Pizza</li> </ul>	BBQ Chicken Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Red Hot Buffalo Chicken Pizza</li> <li>Classic Cheese Pizza Traditional Pepperoni Pizza</li> </ul>
grilled	<ul> <li>Mozzarella &amp; Roasted Italian Vegetable Panini</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Waffle Fries</li> </ul>	Chicken Cordon Bleu Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich ✓ Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Cowpoke BBQ Bacon Burger w/ Coleslaw Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Wafte Fries	<ul> <li>Sriracha Turkey Burger w/ Cilantro Sauce</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Seasoned Crinkle Cut</li> <li>Fries</li> </ul>	Honey Dijon BBQ Chicken Sandwich w/ Cheddar Crisp bacon, shredded cheddar Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Mashville Hot Chicken Sandwich Waftle Fries
ON THE GO	Ham & Cheese Wrap Thinly sliced dell ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted Ratbread wedges	Chicken Ranch Wrap Romaine lettuce, sliced tomatoes Ham & Cheddar Chef Salad Tomato, cucumber, cheddar, French dressing, toasted flatbread wedges	Ham & Cheese Wrap Thinly sliced dell ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges	Chicken Ranch Wrap Romaine lettuce, sliced tomatoes Strawberry Yogurt Parfait with House- made Granola	Ham & Cheese Wrap Thinly sliced deli ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted flatbread wedges
extra. extra	<ul> <li>Fresh Ripe Pear</li> <li>Fresh Crisp Gala Apples</li> <li>Corn &amp; Black Bean Salad</li> <li>Crisp Sliced Cucumbers</li> </ul>	Ripe Whole Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Spinach & Romaine Salad	<ul> <li>Fresh Ripe Pear</li> <li>Bananas w/ Cinnamon Sugar</li> <li>Crisp Carrot &amp; Celery Sticks</li> <li>Crunchy Broccoli Florets</li> </ul>	<ul> <li>Whole Red Delicious Apple</li> <li>Chilled Mixed Fruit</li> <li>Crunchy Broccoli Florets</li> <li>Fresh Tomato Wedges</li> </ul>	Whole Juicy Orange Fresh Ripe Pear Corn & Black Bean Salsa Salad Crunchy Zucchini Sticks
SONO)		Fajita C Fie Jalape <b>ěk Fir</b>	Select Your Preference of M Chicken, Tender Pork Carnitas, or Beef Ta Choose Your Grain: Ista Rice, Tortilla Chips or Soft Flour Tort Add Cheese: no Cheese Sauce or Shredded Cheddar C nish with you Choice of Topp ise, Fresh made Pico de Gallo, Jalapenos, S	co meat Illa Cheese <b>Dings:</b>	*.
Serv Dail		✓ S DICES: 1% Low Fat White, Skim INTS: Mayonnaise, BBQ Sauce Ition is an equal opportunity pr	, Yellow Mustard, Ketchup & I		Ly grown

	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
cr <b>eat</b> e	Beef & Cheese Burrito     Seasoned pinto beans, sour cream	Crispy Popcorn Chicken Bowl Creamy mashed potatoes, cheddar, pan gravy, fresh baked ßaky biscult	Saucy & Cheesy Enchiladas Seasoned pinto beans, fresh avocado, homemade zesty red sauce Chicken Tamales	Tender Pulled Pork or Diced Chicken "TOTchos" Bowl Crispy Mozzarella Sticks Zesty Italian style marinara sauce	Whole Grain French Toast Sticks Pork sausage patty, warm peach topping, breakfast syrup, home fried potatoes
<b>2</b> <sub>mato</sub>	<ul> <li>Broccoli Ricotta Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	<ul> <li>Red Hot Buffalo</li> <li>Ranch Chicken Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	<b>Chicken Parm Pizza</b> Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Seasoned Chicken Fajita Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Hawaiian Pineapple & Ham Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	BBQ Bacon Cheddar Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich	Smothered Italian Chicken Parm Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich	<ul> <li>Spicy Black Bean Veggie Burger</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> </ul>	Red Hot Buffalo Ranch Chicken Pizza Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich	Melty Swiss Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich ✓ Nashville Hot
	<ul> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Seasoned Crinkle Cut</li> <li>Fries</li> </ul>	Nashville Hot Chicken Sandwich Waffle Fries	Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	✓ Nashville Hot Chicken Sandwich Waffle Fries	Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	We Roasted Red Pepper Hummus Wrap Carrot, tomato, cucumber, mozzarella, Italian dressing Ham Cobb Salad Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted βatbread wedges	Santa Fe Turkey Wrap Salsa, cheddar, lettuce, tomato Crispy Chicken Caesar Salad Creamy garlic dressing, seasoned croutons, parmesan cheese	Koasted Red     Pepper Hummus Wrap Carrot, tomato, cucumber, mozzarella, Italian dressing     Ham Cobb Salad Hard cooked egg, tomato wedges, shredded mozzarella, balsamic dressing, toasted flatbread wedges	Santa Fe Turkey Wrap Salsa, cheddar, lettuce, tomato Crispy Chicken Caesar Salad Creany garlic dressing, seasoned croutons, parmesan cheese	Roasted Red     Pepper Hummus Wrap Carot, tomato, cucumber, mozzarella, Italian dressing     Ham Cobb Salad Hard cooked egg, tomato wedges, shredde mozzarella, balsamic dressing, toasted flatbread wedges
<b>ėxtra.</b> ext <u>r</u> a	<ul> <li>Fresh Crisp Gala Apples</li> <li>Whole Juicy Nectarine</li> <li>Cheddar Bacon Pea Salad</li> <li>Fresh Tomato Wedges</li> </ul>	Juicy Whole Orange Fresh Crisp Gala Apples Fresh Crunchy Carrots Tossed Garden Salad	Chili Lime Spiced Mango Fresh Whole Pear Fresh Green Beans Crunchy Broccoli Florets	<ul> <li>Fresh Crisp Gala Apples</li> <li>Juicy Whole Plum</li> <li>Chopped Romaine Salad</li> <li>Red &amp; Green Bell</li> <li>Pepper Strips</li> </ul>	Whole Ripe Banana Fresh Crisp Gala Apples Fresh Tomato Wedges Citrus Kidney & Garbanzo Bean Salad
¢SONO (		Fajita C Fie Jalape <b>ěk</b> Fir	Select Your Preference of M thicker, Tender Pork Carnitas, or Beef Tai Choose Your Grain: sta Rice, Tortilla Chips or Soft Flour Torti Add Cheese: no Cheese Sauce or Shredded Cheddar C nish with you Choice of Topp te, Fresh made Pico de Gallo, Jalapenos, S	co meat Illa Cheese <b>Dings</b> :	
SERV Dail	ү міцк сно	ICES: 1% Low Fat White, Skim	Spicy 🚊 Prepared in House Chocolate & Skim Strawberry , Yellow Mustard, Ketchup & F	,	Lly grown
		tion is an equal opportunity pr			

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	ΜΟΝΖΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
cr <b>eat</b> e	Homemade Sweet & Sour Popcorn Chicken Brown rice, bell peppers, carrots, onion	Triple Decker Bean Tostado Homemade Refried beans, shredded cheddar, fresh pico de gallo, guacamole, elotes style corn	Crispy Chicken Tenders Homemade Louisiana Sauce, Crinkle Cut Fries, fresh baked Raky biscuit	Mark Teriyaki Chicken Noodle Bowl Spinach, carrots, scallions, ginger, soy	Homemade Beef Lasagna Garlic Bread	
<b>2</b> <sub>mato</sub>	Chicken Bacon Ranch Pizza Ø Classic Cheese Pizza Traditional Pepperoni Pizza	Homemade Tender Pork Carnitas Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	<ul> <li>Margherita Pizza</li> <li>Classic Cheese Pizza</li> <li>Traditional Pepperoni</li> <li>Pizza</li> </ul>	Meat Lover's Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	Meatball Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza	
grilled	Grilled Chicken Sandwich Fresh-made Jamaican Jerk Sauce Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	Crispy Chicken & Cheese Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich ✓ Nashville Hot Chicken Sandwich Wafte Fries	<ul> <li>Buffalo Blue Cheese Chicken Sandwich</li> <li>Classic Hamburger</li> <li>All American</li> <li>Cheeseburger</li> <li>Classic Crispy Chicken</li> <li>Sandwich</li> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Seasoned Crinkle Cut</li> <li>Fries</li> </ul>	Sauteed Mushroom & Swiss Burger Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Nashville Hot Chicken Sandwich Waffle Fries	Crispy Fish Fillet & Cheese Sandwich Classic Hamburger All American Cheeseburger Classic Crispy Chicken Sandwich Mashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	
ON THE GO	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla	<ul> <li>Kale Caesar Salad Brown rice, chickpeas, parmesan</li> <li>Crispy Chicken Cajun Wrap</li> <li>Homemade spicy Louisiana sauce</li> </ul>	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla	<ul> <li>Kale Caesar Salad Brown rice, chickpeas, parmesan</li> <li>Crispy Cajun Chicken Wrap</li> <li>Homemade spicy Louisiana sauce</li> </ul>	Chicken & Spinach Wrap Honey Dijon dressing Seasoned Beef Taco Salad Tomatoes, cheddar, southwest dressing, crunchy tortilla	
<b>extra</b> ext <u>r</u> a	Whole Juicy Orange Fresh Fuji Apple Crisp Baby Carrots & Celery Sticks Ranch Corn Salad	<ul> <li>Fresh Juicy Plum</li> <li>Fresh Crisp Gala</li> <li>Apples</li> <li>Fresh Tomato Wedges</li> <li>Fresh Green Beans</li> </ul>	Juicy Orange Wedges Whole Ripe Banana Corn & Black Bean Salad Crisp Baby Carrots & Celery Sticks	<ul> <li>Fresh Crisp Fuji Apple</li> <li>Whole Ripe Pear</li> <li>Fresh Tomato Wedges</li> <li>Chopped Romaine Salad</li> </ul>	<ul> <li>Fresh cut Cantaloupe Chilled Mixed Fruit Asian Pinto Bean Salad</li> <li>Crunchy Broccoli Florets</li> </ul>	
SONO	Select Your Preference of Meat: Fajta Chicken, Tender Pork Carnitas, or Beef Taco meat Choose Your Grain: Fiesta Rice, Tortilla Chips or Soft Flour Tortilla Add Cheese: Jalapeno Cheese Sauce or Shredded Cheddar Cheese Finish with you Choice of Toppings: Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa					
Serv Dail	<b>ү</b> міцк сно	ر S I <b>CES</b> : 1% Low Fat White, Skim NT <b>S</b> : Mayonnaise, BBQ Sauce			ly grown	
This institution is an equal opportunity provider						

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	ΜΟΝΔΑΥ	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY			
cr <b>eat</b> e	Korean Chicken Bulgogi BibimBap Bowl Brown rice, carrot, mushrooms, scallions, squash, egg, sesame BBQ	Vietnamese Pork Grain Bowl Brown rice, pickled vegetables, sweet & spicy chili sauce, creamy sriracha drizzle	Country Style Steak Fingers Country Style Gravy, Savory Green Beans & Soft Baked Roll	Homemade Beef & Bean Tostado Fresh pico de gallo, sour cream	✓ ☐ Jamaican Style Jerk Roasted Chicken Homemade mango chutney, roasted pineapple, clantro lime brown rice, seasoned corn			
<b>2</b> <sub>mato</sub>	🖉 🖮 Mexican Style Pepper Tomato & Olive Pizza	🌽 Basil Pesto & Feta Pizza	Pepperoni & Jalapeno Pizza	🌶 Red Hot Buffalo Chicken Pizza	🖉 Roasted Vegetable Pizza			
	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza	Classic Cheese Pizza Traditional Pepperoni Pizza			
	Mozzarella & Marinara Pizza Burger	Crispy Chicken Washoe Co. Sandwich Washoe Co. Sauce & Buttermilk Coleslaw	∮ Jalapeno Cheddar Burger	BBQ Chicken Bacon Cheddar Sandwich w/ Ranch	Sweet & Smokey BBQ Pork Rib-B-Q Sandwich			
		Classic Hamburger	Classic Hamburger	Classic Hamburger	Classic Hamburger			
grilled	Classic Hamburger Classic Crispy Chicken Sandwich	All American Cheeseburger	All American Cheeseburger	All American Cheeseburger	All American Cheeseburger			
	Classic Chicken Sandwich	Classic Crispy Chicken	Classic Crispy Chicken Sandwich	Classic Crispy Chicken Sandwich	Classic Crispy Chicken Sandwich			
	<ul> <li>Nashville Hot</li> <li>Chicken Sandwich</li> <li>Waffle Fries</li> </ul>	Sandwich Nashville Hot Chicken Sandwich Seasoned Crinkle Cut	✓ Nashville Hot Chicken Sandwich Waftle Fries	✓ Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries	✓ Nashville Hot Chicken Sandwich Waffle Fries			
		Fries						
ON THE GO	Tuna Salad Bento Box	Turkey Bento Box Cheese slices, cucumber, flatbread wedges	Tuna Salad Bento Box	<b>Turkey Bento Box</b> Cheese slices, cucumber, βatbread wedges	Tuna Salad Bento Box Sliced cucumbers, Ratbread wedges			
	Sliced cucumbers, flatbread wedges <b>Chicken Salsa Wrap</b> Lettuce, tomato, garlic & herbs	Cran-Apple Rotisserie Chicken Salad Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	Sliced cucumbers, flatbread wedges Chicken Salsa Wrap Lettuce, tomato, garlic & herbs	Cran-Apple Rotisserie Chicken Salad Crisp greens, tart apple, red onion, dijon-dill mayonnaise, toasted flatbread wedges	Chicken Salsa Wrap Lettuce, tomato, garlic & herbs			
oid too		💑 Fresh Juicy Peach	🙀 Fresh cut Cantaloupe					
	Whole Juicy Orange	Whole Ripe Banana	Fresh Crisp Gala	Fresh cut Fruit Salad	ቅ Fresh cut Watermelon			
	<ul> <li>Fresh cut Watermelon</li> <li>Fresh Tomato Wedges</li> </ul>	😽 Crisp Sliced	Apples	Whole Juicy Orange Crisp Baby Carrots &	허 Fresh Ripe Pear			
exujo	Citrus Kidney & Garbanzo	Cucumbers	Ranch Corn Salad	Celery Sticks	Ranch Corn Salad			
	Bean Salad	Citrus Kidney & Garbanzo Bean Salad	🚧 Crunchy Broccoli Florets	Chilled Garbanzo Beans	🗰 Fresh Tomato Wedges			
©\$ONO		Fajita Cl Fie Jalaper	elect Your Preference of M nicken, Tender Pork Carnitas, or Beef Tar Choose Your Grain: sta Rice, Tortilla Chips or Soft Flour Tort Add Cheese: no Cheese Sauce or Shredded Cheddar G nish with you Choice of Topp	co meat Illa Cheese				
			e, Fresh made Pico de Gallo, Jalapenos, S					
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SERV DAIL	ly grown							
VAILI CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing								
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### Lyon County School District High School Lunch Menu

	MONDAY
cr <b>eat</b> e	Asian Style Chicken & Vegetable Dumplings Scratch made orange sauce, roasted ginger orange cauliflower
2 <sub>mato</sub>	Aloha Pineapple BBQ Chicken & Ham Pizza & Classic Cheese Pizza Traditional Pepperoni Pizza
grilled	Mozzarella & Marinara Pizza Burger Classic Hamburger All American Cheeseburger Classic Chicken Sandwich ∮ Nashville Hot Chicken Sandwich Seasoned Crinkle Cut Fries
ON THE GO	Ham & Cheese Wrap Thinly sliced dell ham, American cheese <b>Turkey Chef Salad</b> Tomato, cucumber, carrot, cheddar French dressing, toasted ßatbread wedges
extra. extra	🗰 Fresh Juicy Plum 🙀 Fresh cut Cantaloupe Corn & Black Bean Salad 🙀 Crisp Sliced Cucumbers
SONO	Select Your Preference of Meat: Fajta Chicker, Tender Pork Carnitas, or Beef Taco meat Choose Your Grain: Fiesta Rice, Totilla Chips or Soft Flour Totilla Add Cheese: Jalapeno Cheese Sauce or Shredded Cheddar Cheese Finish with you Choice of Toppings: Shredded Romaine Lettuce, Fresh made Pico de Gallo, Jalapenos, Sour Cream and Red Salsa
1	
SERVED DAILY	Spicy Prepared in House Vegetarian Muse Locally grown MILK CHOICES: 1% Low Fat White, Skim Chocolate & Skim Strawberry Milk CONDIMENTS: Mayonnaise, BBQ Sauce, Yellow Mustard, Ketchup & Ranch Dressing
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### Lyon County School District District Snack Menu

		WEDNESDAY	THURSDAY	
Banana Mu <b>ffi</b> n 1% Low-fat Milk	French Toast Goldfish Crackers	Nonfat Strawberry Greek Yogurt	Low Fat Mozzarella String Cheese	Fresh Vegetable Crudite Cup Light Ranch Dressing
	Chocolate Skim Milk	Chocolate Chip Mu <b>ffi</b> n	100% Grape Juice	1% Low-fat Milk
Blueberry Mu <b>ffi</b> n	Fresh Whole Apple Gala	Cheddar Goldfish Crackers	⊮Half Creamy Sunbutter Sandwich	Fresh Crunchy Carrot Sticks
1% Low-fat Milk	Chocolate Skim Milk	100% Grape Juice	Chocolate Skim Milk	Light Ranch Dressing 1% Low-fat Milk
Nonfat Vanilla Greek Yogurt	Cheddar Goldfish Crackers	Low Fat Mozzarella String Cheese	Fresh Vegetable Crudite Cup Light Ranch Dressing	Turkey and Cheddar Cheese Cubes
100% Apple Juice	Chocolate Skim Milk	Soft Blueberry Mu <b>ffi</b> n	Chocolate Skim Milk	Chocolate Skim Milk
🙀 Fresh Fuji Apple	Pretzel Goldfish Crackers		Nonfat Blueberry Greek Yogurt	Apple Cinnamon Muffin
1% Low-fat Milk	Low Fat Mozzarella String Cheese	1% Low-fat Milk	100% Apple Juice	1% Low-fat Milk
Fresh Crunchy Carrot Sticks				
Light Ranch Dressing				<b>●</b>
1% Low-fat Milk				
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This institution is an equal oppo	rtunity provider			
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### Lyon County School District Summer Lunch Menu

MONDAY

### DAY TUESDAY

#### All American Cheeseburger Ranch Garden Salad w/ Cheese

shredded cheddar, light ranch

Seasoned Crinkle Cut Fries

Soft Baked Roll

Fresh Crunchy Broccoli

Florets

Crisp Green Bell Pepper

Strips

Chilled Applesauce

Spicy Chicken Sandwich

Ranch Garden Salad w/

Cheese

Soft Baked Roll

Fresh Crisp Celery Sticks

Crunchy Zucchini Sticks

Fresh Red Delicious

Apple

Spaghetti with Hearty Italian Style Meat Sauce Seasoned Green Beans Crispy Chicken Bacon Melt Sandwich Crisp Celery Sticks Sweet Corn Ranch Salad Ripe Whole Banana

Creamy Mashed Potato & Crispy Popcorn Chicken Bowl Shredded cheddar cheese Toasted Turkey Ham & Swiss Seasoned Peas Fresh Crunchy Broccoli Elorate

Florets Homemade Carolina Slaw Chilled Applesauce

Creamy Chicken Rotini Alfredo Chicken Bacon Cheddar Melt Fresh Tomato Wedges Homemade Fresh Cilantro Slaw Fresh Ripe Banana

Traditional Pepperoni Pizza Chicken Bacon Cheddar Melt Garbanzo Beans Fresh Crunchy Broccoli Florets Chilled Applesauce

### The Perfect Saucy Sloppy Joe

Ranch Garden Salad w/ Cheese

shredder, torhido, cacalinber, shredder cheddar, light ranch dressing Seasoned Pinto Beans Soft Baked Roll Fresh Crunchy Cauliflower Florets

Fresh Crispy Jicama Sticks Chilled Peaches

#### Penne Pasta w/ Hearty Italian Style Meat Sauce Ranch Garden Salad w/

Cheese Greens, tomato, cucumber, shredded cheddar, light ranch dressing Soft Baked Roll Sliced Crisp Cucumbers Chilled Green Peas Chilled Green Peas Apple

🖉 Vegetarian 🛗 Locally grown

#### Creamy Homemade Buffalo Chicken Dip Crunchy tortilla chips Hot Turkey Ham & Cheddar

Sandwich Fresh Crisp Celery Sticks Corn Salad with Ranch Fresh Juicy Orange

Italian Style Beef Meatball

Pizza

**Chicken Ranch Wrap** 

Romaine lettuce, sliced tomatoes Fresh Tomato Wedges

Homemade Cilantro Slaw

Fresh Juicy Orange

Italian Style Turkey Rotini

Bake

Italian seasonings, shredded

mozzarella chees

Chicken Ranch Wrap

Romaine lettuce, sliced tomatoes

Mexican Style Street Corn

Garbanzo Beans

Fresh Crunchy Broccoli

Florets

Chilled Diced Pears

WEDNESDAY

e Crisp Green Bell Pepper Strips Chilled Mixed Fruit Cocktail

THURSDAY

🖉 Homemade Bubbly

Baked Macaroni and

Cheese

Turkey Ham Chef Salad

Greens, tomato, cucumber, carrot,

shredded cheddar, light ranch

dressing Soft Baked Roll

Fresh Crunchy Broccoli

Florets

#### Homemade Slow Cooked 🖉 Veggie Lover's Pizza **BBQ Pork Sandwich** Chicken Ranch Wrap Turkey Ham & Veggie Salad Greens, tomato, cucumber, carrot, shredded cheddar, light ranch Golden Crispy Baked Tater Boston Baked Beans Fresh Crunchy Broccoli Soft Baked Roll Florets Fresh Crisp Celery Sticks Homemade Carolina Slaw Crunchy Zucchini Sticks Chilled Diced Pears Chilled Mixed Fruit Cocktail

#### Toasted Cheese Sandwich

Creamy tomato soup Turkey Ham Chef Salad Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing Soft Baked Roll Fresh Crispy Jicama Sticks Fresh Crunchy Cauliflower Florets Chilled Mixed Fruit Cocktail

#### Spicy Crispy Chicken Sandwich

Turkey Ham Chef Salad Greens, tomato, cucumber, carrot, shredded cheddar, light ranch dressing Soft Baked Roll Crisp Sliced Cucumbers Chilled Green Peas Fresh Tart Granny Smith Apple

#### Classic Crispy Chicken Sandwich Fresh Celery Sticks Corn Salad with Ranch Fresh Ripe Pear

**Classic Cheese Pizza** 

Seasoned Beefy Hard Shell Tacos

> illantro lime brown rice, chunk mild tomato salsa, shredded cheddar cheese Classic Crispy Chicken Sandwich Fresh Crunchy Broccoli \_\_\_\_\_\_ Florets

Homemade Carolina Slaw Fresh Ripe Banana

Whole Grain French Bites Breakfast syrup, turkey sausage Classic Crispy Chicken Sandwich Home Fried Potatoes Fresh Tomato Wedges Homemade Cilantro Slaw Fresh Ripe Pear

#### All American Cheeseburger Classic Crispy Chicken Sandwich Golden Baked French Fries Crispy French Fries Garbanzo Beans Fresh Crunchy Broccoli Florets Chilled Pineapple Tidbits



AVAILABLE DAILY: MILK CHOICES: 1% Low-fat Milk, Chocolate Skim Milk & Strawberry Skim Milk CONDIMENTS: Ranch Dressing

This institution is an equal opportunity provider

WEEK 5 DAY 21 SAME AS DAY 1



(d) Provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.

### **Marketing and Promotions Strategy**

Our promotions strategy is designed to get students excited about school meals, increasing participation and satisfaction. We do this through:



### **Our Approach**

We are excited to offer innovative programs that reflect our understanding of the community, the district and your future goals. This comprehensive approach is part of a long-term, strategic plan with collaborative input from all involved.

At Chartwells, we work collaboratively across departments to deliver a cohesive, successful school dining program. Our chefs, dietitians, marketers and dining directors all work together to build environments and programs that encourage fun and discovery for students. Whether elementary, middle or high school, we have unique elements designed to enhance the experience for each age group.

MARKETING AND PROMOTIONS STRATEC

## chartwells Discovery KITCHENO

Discovery Kitchen is designed to ignite each student's sense of adventure and discovery through engaging cooking opportunities, experiential learning activities and monthly promotions. This flagship program generates fun and fuels happiness in the cafeteria, the classroom and beyond.

Each monthly theme has different activities for elementary and secondary students, so we can reach every student with the nutrition information and engagement style that's right for them. Our Smart Snacking activities are a great example:

### Elementary Students -Match the Snack

A coloring sheet helps them identify the food group each snack belongs in and how to best combine them for a filling, nutritious snack. They'll taste Energy Bites and take home the recipe.

### Secondary Students -Build Your Own Trail Mix

In a guided demonstration, older students will make their own trail mix and take home a copy of the recipe to share with their families or make on their own.



Scan to hear more about Discovery Kitchen.







### **Discovery Kitchen Promotional Calendar**

Each month, our Discovery Kitchen lessons, events and culinary demonstrations feature a different theme. These themes align with our promotional calendar and are designed to inspire curiosity and discovery.

Professionally designed print and digital materials support programs and promotions, alerting students and parents when new menu items, limited-time offers, local ingredients and seasonal favorites will be offered in their cafeterias. Our promotional calendar has mix-and-match components to customize your student experience, including:

• Posters

Chef demos

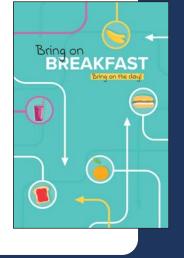
- Signs
- Recipe cards

- Classroom lessons
- Videos

- Digital messaging
- Interactive lessons
- Nutrition education

### Bring on Breakfast

Add excitement to the start of school by offering delicious food that fuels the day

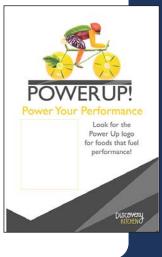


### Power Up!

Learn how what we eat and drink fuels our bodies for optimal performance

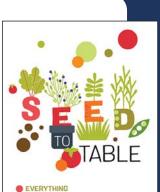
Septembel

Novembel



### Seed to Table

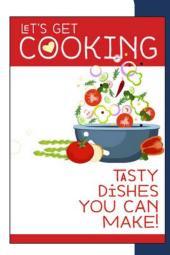
A celebration of fresh, seasonal and local foods



tastes fresher when it's right from the farm or garden!

### Let's Get Cooking

Empower kids to cook at home with homemade classics

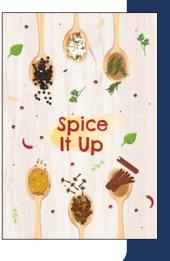


SECTION THREE: METHOD OF APPROACH AND IMPLEMENTATION PLAN

# December

### Spice It Up

Learn how global flavors season foods without salt



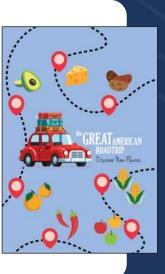
The Great American Roadtrip

January

March

<u>S</u>

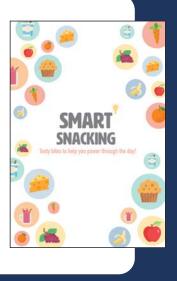
Take a culinary adventure through the U.S.



# February

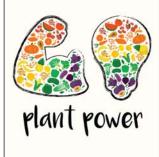
### Smart Snacking Create mini,

balanced meals with "snack" foods



### **Plant Power**

Learn how tasty plantbased foods help power our bodies and minds



### Be a Waste Warrior

Learn how we all play a part in reducing waste and explore methods to manage this problem



Summer Fun

Explore seasonal favorites

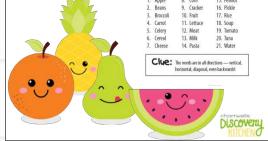




### **Discovery Kitchen at Home**

Our commitment to offering students engaging learning experiences doesn't stop at the cafeteria door. At any time of day, in any family kitchen, Discovery Kitchen at Home offers a robust lineup of recipe videos, virtual events, newsletters and activity sheets. Families can watch live cooking demonstrations or download activities and recipe cards. Originally developed for remote learning during the pandemic, it continues to introduce new foods, flavors and nutrition education outside the cafeteria.









Whether it's one less piece of plastic in a landfill or choosing a plant-based meal, simple measures can make a big difference. This series focuses on explaining the significance of our choices in the cafeteria, in the home and in the community so children begin to understand the impact they can have on the future of our planet. Healthy Planet incorporates sustainable practices and allows students to learn about other values, such as responsibility and caring for others.



Scan here to check out our Healthy Planet videos on topics like aquaponics and composting.



# Discovery COOKOFF





This exciting young-chef competition will bring out the culinary passions and competitive nature of your students. Discovery Kitchen Cookoff allows students to gain valuable life skills, boost their confidence and learn the basics of nutrition in a memorable way.

Guided by Chartwells chefs, student contestants prep, cook and plate their own dishes.

Secondary students are assigned an ingredient and course – the rest is up to them. Contestants develop the recipe using their key ingredient along with items from the pantry. Appropriate smallwares and tools are provided as the young chefs set out to amaze their classmates and judges with culinary masterpieces.

Whenever possible, the winning recipes will be modified to meet K-12 requirements by a Chartwells chef and dietitian, then featured on the school's menu. This fun and experiential approach to nutrition education is the foundation of Discovery Kitchen's success. Ready. Set. Cookoff!

New for the 2025-26 school year!

Taste of Nevada Culinary Showdown

This championship elitelevel competition is offered to qualifying students from Chartwells partner schools.





Come Out to See Chef Rob Hosting a Mood Boost Event on March 26 at Lyon County Elementary Schools

### **Elementary Student Engagement**

### **Mood Boost**

It's well established that food affects our physical well-being; now new evidence finds that food also affects mood.



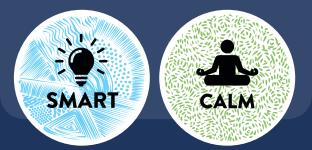
Now, more than ever, it's important for students to make the connection between what they eat and how they feel. According to the American Psychological Association, kids are significantly more likely to report their mental health as fair or poor, compared to other generations. This, in addition to the lasting impact of the COVID-19 pandemic, has placed a spotlight on the mental health challenges facing today's students.

With this in mind, Chartwells has developed a fun and engaging new program to help young students identify, express and boost their moods.

Mood Boost focuses on six moods that are easy for kids to relate to and identify: **Happy, Alert, Calm**, **Strong, Confident** and **Smart**. Each week, students can taste foods in the cafeteria or select items from the menu with ingredients that influence each one.

Menu items are focused on fruits and vegetables and **all feature exciting and delicious moodboosting ingredients**.

> Mood Boost can also be adapted for middle school students. The Moodie characters get replaced with more sophisticated mood icons.





### **Collectible Trading Cards**

These fun cards feature the Moodies, along with key ingredients supporting each mood and recipes that kids and families can make at home.

Stickers and wristbands also help to extend messaging beyond the cafeteria, reminding students how food can make them feel.

## SPINACH CRANBERRY AND SESAME SALAD

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 Services
 Services

MOOD BOOST



MOOD BOOST

Egit

Global Eats' tours of Italy and Mexico were a huge success and we look forward to introducing the flavors of new countries to the students of Lyon County

# Global • Eats

### **Engaging Secondary Students**

**Global Eats** 

### Your passport to great flavors

Our newest engagement program is all about connection. Once taken for granted, the opportunity to share a meal is now a valuable experience. Food can bridge great distances, allowing students to experience the authentic cuisine of other cultures. Our food-focused adventure will take them to Mexico, Italy, India, China, Korea and the Caribbean.

### **Beyond the Cafeteria**

When students are done with their Global Eats bookmark, they can plant the seed paper. Food can connect the planet, but we have to protect it. "With Global Eats, we're using the power of food to connect kids with different ethnic heritages and flavors, make their relationship with food more purposeful and take the cafeteria experience to the next level."

– Chef Jet Tila



2023 Best Management Company Concept

### **Our Celebrity Chef Partners**

This flight is piloted by our celebrity chef partners who collaborated with the Chartwells culinary team to develop on-trend recipes that celebrate cuisine from across the globe. These celebrity chefs are featured in our educational videos for the program and will even visit select schools to wow our explorers in person.

### **Chef Jet Tila**

Chef Jet has set three world records for the world's largest stirfry, seafood stew and California roll. When he's not appearing as a guest judge on the reality show "Chopped," his attention is focused on his restaurants, Pei Wei Asian Kitchen and Dragon Tiger Noodle Co.

### Chef Jonathan Zaragoza

Being listed in Zagat's 30 under 30 and StarChefs' 2018 Rising Stars has propelled Chef Jonathan's career to new heights. He's best known for his restaurants, Birrieria Zaragoza and El Oso, but he's also a consultant for The Coca-Cola Company and Peapod.

### **Chef Aarti Sequeira**

Chef Aarti won Season 6 of "The Next Food Network Star" and was a contestant on "Chopped All-Stars" and "Cutthroat Kitchen All-Stars." She has starred as a guest judge on "Grocery Games" and "Christmas Cookie Challenge" and published three successful cookbooks.

### Chef Michael Toscano

Chef Michael and his wife, Caitlin, created Le Farfalle, an Italian restaurant in Charleston, South Carolina, and now they have three thriving restaurants. His recognitions include Esquire's Best New Restaurants in America, The New York Times' Two Stars, Time Out's New York Best Italian Restaurant and Zagat's 30 under 30.

### **Chef Angel Barreto**

Chef Angel was named a James Beard Foundation Award semifinalist for Best Chef: Mid-Atlantic and a finalist for the RAMMY Award for Rising Culinary Star of the Year. He's the executive chef and partner of Anju, a contemporary Korean restaurant that received three stars from The Washington Post.

### Chef Tavel Bristol-Joseph

After opening Emmer & Rye Hospitality Group, Chef Tavel earned a StarChefs' Rising Star Award in 2017. He was later recognized in Food and Wine Magazine as one of the Best New Chefs in 2020 and 2022. His restaurant Canje earned Best New Restaurant in 2022 from Bon Appétit.

### Lyon County Students Enjoyed A Special Global Eats Event Featuring The Flavors of Mexico











### **Fun Days**

We believe students should have fun in the cafeteria, so we designed our promotions calendar to ensure your students look forward to every meal. To further the excitement, we've created a library of Fun Day promotions and events that can be utilized throughout the year.



On Lucky Tray Day, students win a prize if they find a "You win!" sticker under their tray. At elementary schools, prize ideas include fun stickers, colorful sunglasses and inspirational wristbands. Secondary students might receive a cookie or snack coupon, lip balm or hand sanitizer.

### **Holiday Celebrations**

We take advantage of every opportunity to spark excitement in the student lunch experience. Whether it's National Taco Day or Chinese New Year, the lunchroom is a place to celebrate great food.

### **Samplings and Tastings**

Samplings and tastings are interactive and effective methods for creating awareness of new products and fresh, seasonal offerings. They also help drive visibility of products that are experiencing weaker interest. Sampling and tasting stations are implemented on a regular basis, especially for new product introductions. We've been serving up happy and healthy from coast to coast with themed events like:

- Taco Day
- Pizza Day
- Lucky Tray Day
- Holiday Celebrations
- Valentine's Day

Fun Days not only make the cafeteria the happiest place in school, but also create opportunities for students to discover new foods and learn how to fuel their bodies and minds in new ways. We look forward to bringing even more fun to the students of Lyon County School District.

### **Example Promotional Calendars**



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### In the Cafeteria

### Merchandising

Food presentation draws attention to how fresh, colorful, abundant and appetizing the food is. All signage, menus, product identifiers and servicewares guide students through the cafeteria and showcase menu choices in a colorful and eyecatching way.

We understand how unique schools are. USDA regulations and standards pose challenges for consistently delivering great food in a school environment. That is why our team of dietitians, chefs and field marketers will continue to assist the on-site staff to ensure all USDA regulations, nutrition education standards and reimbursement reporting requirements are being addressed.

Welcoming students to enjoy a delicious meal in their cafeteria starts with a mapping exercise to evaluate points of service and queue areas for traffic flow, popularity, circulation and facility constraints. Strategic positioning of service points combined with retail merchandising increases visibility and awareness of reimbursable meals, seasonal items and promotions.



### **Presentation and Servicewares**

Presentation of food and retail items is essential to how students and staff perceive the school food program. In addition to focused lighting and appropriate counter display heights, we use a wide variety of servicewares intended to display meals and other items in an appetizing, eye-catching and attractive way.



### Signage

Highly visible, professionally designed signage informs students of current menu options, promotes special food items and creates an enjoyable, efficient and retail-like environment.

- **Concept/Station signs** display each individual station's food concept name and logo on large overhead or countertop signs. From all points of the cafeteria, students can see exactly where to find their favorite entrees.
- **Digital monitors** are customizable and continually updated digital displays that contribute to the modern retail experience. Share daily specials, event announcements and link directly to Nutrislice for real-time menu data.
- **Countertop menus and POS signs** assist students when they reach the point of sale by identifying each food item and daily specials, getting them through the line quickly and efficiently.
- **Promotional materials** and required signage will be appropriately displayed in all cafeterias. From professionally designed posters to durable wall clings, themed marketing materials inform students about what's happening and help create happy spaces.

### **Dress to Impress**

Uniforms play an important role in creating an inviting environment. The right uniform will fit with Lyon County School District's culture and convey professionalism. But professionalism and whimsy are not mutually exclusive. Our punny T-shirts can help bring the fun and put a smile on a student's face.

### **Inviting Environments**

With three exciting design concepts – The Market, Pop Art and Modern – we create environments where students can connect, relax and recharge.

All concepts:

- Have components that appeal to each age group.
- Are designed to fit any space and budget level.
- Allow you to build over time.
- Feature standard and customizable graphics so you can choose the perfect combination for your dining space.

Our environments program includes options for everything from paint colors and light fixtures to seating and flooring. Whether you're looking for fresh signage or a full remodel, we can help. We partner with professional consultants to manage part or all of the construction process, including conceptual design, brand development, foodservice design and construction management.

We hope these concepts will spark your creativity as we collaborate to create the cafeterias you've imagined.

We'll continue to strategically refresh Lyon County's dining spaces and will involve local artists for murals.

### **The Market**



### fresh • rustic • natural

Inspired by farmers markets, this concept utilizes earthy colors, fresh fruit and vegetable graphics, wood tones and chalkboard signage. Bring the outdoors in with pops of green, string lights and a rustic outdoor restaurant feel. Finish out the look with wood-toned smallwares and a ceiling system that replicates an awning.

### Pop Art



colorful • fun • energetic

Pop Art is inspired by comic strips and the famous pop art paintings of Andy Warhol, Roy Lichtenstein and Keith Haring. Fun speech bubble graphics are paired with bright colors and textures. A wall covering that emulates brick can be a fun backdrop for a custom gallery wall.

### Modern



bold • bright • clean

Clean, neutral backdrops with bright pops of color bring the Modern concept to life. Color should be brought in sparingly through flooring, paint, graphics or furniture. This concept will make your space light and bright while keeping it fun with age-appropriate color choices.

### Menu Promotion Through Nutrislice

### Menus

Our menus are available through a district-specific Nutrislice site or the free smartphone app and can be translated into more than 40 languages. Menus have photos, detailed descriptions and nutrition information. A special allergy filter easily identifies dishes with a particular allergen. MenuWorks is fully integrated with Nutrislice to display accurate information, and students can rate dishes via the app.

### Signage

Capture attention and bring your menus to life with digital signage that's personalized, flexible and easy to design.

### **Promotional Materials**

We've developed flyers, letters, posters and banners to help people get started with our online menus and ordering. Available in English and Spanish, these materials ensure parents and students get the most out of this valuable resource.





Grilled Chicken Wrap Sliced, grilled chicken filet with grilled onions, red and green bell peppers, all wrapped up in a whole-wheat tortilla

### Egg Wheat

Nutrition Information Serving Size: 1 each Calories: 270 Total Fat: 8g Saturated Fat: 2g Trans Fat: 0g

Over 2 million students and parents are using our digital menus for easy access to photos, descriptions and nutrition and allergen information.



IN THE CAFETERIA

### **Streamlining Communications**

Effective communication is essential to keep everyone informed. We utilize a variety of methods to distribute information.

### **Good News Toolkit**

This toolkit contains all the resources needed to generate positive stories about your foodservice program. It includes an overview of various types of media, when to use each one, a monthly calendar to help plan communications and links to additional resources.

### **Social Press Kit**

Our Social Press Kit website features premade posts for X, Facebook and Instagram that can be customized for your district. Instructions make it quick and easy for the dining team to share content.

### Website Toolkit

We work with your district communications team to regularly update the dining page. The page provides students, parents and staff easy access to menus, special messages, promotions and nutrition education information.

### **Newsletters**

With news on upcoming events, new menu items, recipes that families can make at home and program launches, dining newsletters can be distributed electronically through your communications team, district social media channels or printed. We also provide content to principals to be included in school newsletters.

### **Emails**

When there are immediate changes or announcements, we provide content for email communications.

### **Daily Announcements**

Brief updates are shared through the school PA system about daily offerings and specials.

### Letters

Printed letters are sent to families to provide detailed information about dining services, including new initiatives and important changes.

### **Parent Meetings**

Parents can learn more about dining services, ask questions and provide feedback at these informative sessions.

### **Community Events**

We participate in local events to share information about the foodservice program and connect with the community.

### **Nutrislice Push Notifications**

These instant notifications, sent via the Nutrislice app, keep users updated on menu changes and special offers.

### **Welcome Back Events**

Special events at the start of the school year introduce us to new students and families.

### **Flyers in the Servery**

Informative flyers displayed in dining areas provide on-the-spot information about menus, specials and dining news.



### **Innovating to Create Happier Cafeterias**

Just as you continuously seek innovative ways to help your students achieve their full potential, we will do the same for your foodservice program. Whether it's partnering with Nutrislice to bring digital ordering to K-12, introducing creative and impactful ways to recognize associates or founding an international day to prompt action on food waste, Chartwells remains the market leader in innovation.

### **Evolving Service Capabilities**

We can evaluate student traffic patterns and map serving lines. In many locations, alternate points of service are recommended to improve service times, eliminate crowding and introduce new menu items. We can save students valuable time, creating a positive, relaxed environment. We look forward to discussing these options for elevating the student experience at Lyon County School District.



for your schools

## MARKET

### **C-stores: Convenience and Compliance**

High school retail outlets provide convenience and a collegiate feel while maintaining compliance with National School Lunch Program and Smart Snack regulations. Stores provide a wide variety of options, increase service speed and boost participation. Students can build a reimbursable meal during specified meal periods or pick up healthy, a la carte snacks.

Offerings can include soft-serve frozen yogurt, zero-calorie drinks, healthy snack chips, coffee, sandwiches, fruit and parfaits. New products are rotated in to keep the store fresh and on-trend, and student favorites are always available.

### **Kiosks**

On the Go offers a branded grab-and-go concept with flexible configurations that can accommodate hot and cold reimbursable meals as well as retail options. Units are self-contained and have the option of lockable roll-down doors for security in off hours. Not in a position to renovate? No problem. These kiosks can be placed in nontraditional foodservice locations, adding an upscale, retail feel without remodeling the cafeteria or the budget.



### **Mobile Carts**

Carts become the hardest-working equipment in the cafeteria lineup – they are great for breakfast, lunch, afterschool snacks or grab-and-go supper. They can be placed in hallways and entrances or take a road trip throughout a school on a rotating schedule. Beyond traditional mealtimes, mobile carts can be used for concessions and special events, too.

> Popular items include hot breakfast sandwiches, smoothies, overnight oats, breakfast bowls, salads and pizzas.

ON THE GO

### **Food Haul**

### **Meet Students Where They Are**

Students are constantly on the go and with an average lunch period of just 30 minutes, they need a school dining option that features readily available, great-tasting meals that can keep up with their always-in-motion lifestyle. Food Haul, Chartwells' alternative point-of-service solution, fills that need, meets kids where they are and reimagines the school meal experience outside of the cafeteria.

Whether it's serving students in the hallway as they walk to class, parking a mini food truck at hot spots on campus or catching them at a dedicated cafe in a remote building, Food Haul is flexible, meeting the needs of every student population and campus.





Ceared toward middle and high school students

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Food Haul Features

Menus are created with portability in mind

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On-trend student favorites that meet USDA requirements for reimbursable meals

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Eye-catching design with '90s retro branding that resonates with students and educators alike

By providing alternative service locations, Food Haul ensures kids have the time to consume healthy meals at school, while also driving participation and contributing to student health and academic achievement.





### **Mobile Teaching Carts**

We experienced significant results from our hands-on cooking demonstrations. After just a few sessions, more than 60% of students said they were more confident with basic cooking techniques and 49% said they were more willing to try new foods. Now we can reach every student, at every school, with the same impactful learning experiences by employing mobile teaching carts.

Designed with ease and versatility in mind, these portable carts can be used for engaging food discovery experiences, alternative points of service, parent-teacher nights, community events and even board presentations.

Each cart is fully enclosed during transport and stores everything you need for a successful demonstration. Top and side covers easily convert into adjustable-height student workspaces for all grade levels with space for up to 12 students.









### **Blender Bikes: Smoothies and Beyond**

These bikes put a new spin on our Discovery Kitchen themes with added opportunities for hands-on learning. Students **Bring on Breakfast** by blending smoothie masterpieces using fresh fruit and local milk to help them fuel their day. **Let's Get Cooking** empowers kids to cook classics like pizza at home; add fresh tomatoes and Chartwells' special blend of herbs and spices to the blender for kid-powered pizza sauce.

Kids aren't the only ones who enjoy pedal-powered nutrition. Teachers, parents and administrators join the fun at health and wellness fairs, back-to-school nights, PTA events and fundraisers. It's common to see a school mascot cheering on the cyclist and revving up the crowd.

Bikes can be custom designed with school colors and logos, fostering school pride while connecting kids with healthy food choices.







### **The Smoothie Station**

Students and teachers love this addition to fun days in the cafeteria. The introduction of new fruits and vegetables can be difficult for young students so making the process exciting and delicious is key. Nutrient-rich smoothies are a delightful treat for students. They can choose from a variety of fresh fruit and veggie blends and even take home recipe cards to recreate the smoothies at home.

Three of Gen Z's top 10 preferred limitedservice restaurants were smoothie-based, taking second, third and fourth place.

> Source: Technomic, Consumer, LSR Restaurants



Scan here to read how we partnered with the National Dairy Council to introduce hot chocolate milk.



### **Hot Chocolate Milk**

Students can wrap their hands around a cup of comfort this winter with delicious hot chocolate milk. Served with breakfast, lunch or a la carte, students can enjoy their hot chocolate milk as-is or top it off with tempting toppings like cinnamon or peppermint. By heating up the low- or non-fat chocolate milk already available with school meals, we introduce a delicious, healthy treat packed with nutrients like calcium, protein, potassium and vitamin D to help students power through their day.

The concept had a successful debut in 2024 in a nationwide pilot at over 50 Chartwells partner locations. Students who tried hot chocolate milk said they were more likely to get a school meal if it was offered and analysis showed an increase in average daily breakfast and lunch participation across pilot schools. When the temperature drops, look for the pop-up that delights students and drives participation in your cafeteria.



Students at Pulaski County Special School District enjoy the new hot chocolate milk program.





### **Special Events**

Innovation isn't limited to the latest technology. We constantly experiment and collaborate to find exciting new ways to engage your students.

Some of our special events include:

- · Celebrity chef events
- At Your Service
- Farm visits
- Family nights
- · Dairy Council partnership events
- Wellness Week
- STEAM nights and projects
- Farmers markets
- Parade partnerships

We love to celebrate successes and bring the community together through special events.

### **Mobile Ordering**

Mobile ordering allows secondary students and staff to order their meals in advance and pick them up at a convenient time and location, often from a mobile cart or kiosk. Parents of elementary students can order ahead and influence what their children are eating. All told, students spend less time in line and more time connecting with friends, increasing their purchase frequency and loyalty.



Byte refrigerators are a great solution for the teachers lounge.

### **Byte Technology**

Byte refrigerated kiosks can make fresh, healthy food options available all day

- all you need is an electrical outlet.

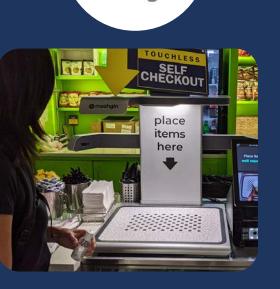
Students and staff access the refrigerator with a payment card, remove what they'd like and they're automatically charged for exactly what they've taken.

### Vending Machines for Reimbursable Meals

By strategically placing vending machines in the buildings farthest from the cafeteria, we can give students back valuable time to enjoy their meal and relax with friends.

### Logistics

- Machines are stocked every morning with freshly prepared reimbursable meals.
- An integrated POS system allows students to scan their badge or enter their student ID number.
- No additional staffing required, leaving the associate workday uninterrupted and saving the district money.



mashqin

### Mashgin

These touchless, self-checkout kiosks are 400% faster than a traditional point of service. Students place items in the designated area and the computer "sees" them, instantly identifying what items have been selected. Students spend less time in line and more time with friends.



### **Waste Reduction**

Our proprietary online waste-tracking program, Waste Not, allows users to see trends and make adjustments to reduce waste over time. Districts using the program have seen an immediate impact and identified opportunities for targeted training around knife skills, forecasting and inventory management.

### Universal Free Meals

In Nevada, where all students have access to free meals, there's a potential for increased food waste. In addition to delivering high-quality meals students want to eat, we also have programs in place to minimize waste.

### **Waste Reduction in Action**

### Winston-Salem/Forsyth County Schools

Chartwells covered the cost difference of switching to compostable trays in the cafeteria at Speas Elementary to support a parent- and student-led composting program. The board of education later voted to replace polystyrene trays at all WS/FCS locations where they were used.

### Los Alamos Public Schools

Eco Club students wanted to institute a zero-waste school lunch program, so Aspen Elementary School Principal Michele Altherr met with Chartwells' director of dining services to discuss implementation. Foam trays were replaced with reusable ones, and to cut down on food waste, a salad bar was made available so students could choose which fruits and vegetables to eat and how much they wanted. Waste Not has successfully **reduced waste** by as much as

primarily from the fruit and vegetable bar.

### **Food Recovery**

Donating surplus food serves the planet and the community. Through our Food Recovery program, our associates work with the district – and where available, student volunteers – to coordinate food donations to local nonprofits for community distribution.

### **Imperfectly Delicious Produce**

Imperfectly Delicious Produce is a program that rescues local produce that may otherwise go unused because it doesn't meet the strict visual standards of larger retailers even though it contains the identical nutrient composition. Using these foods is a great opportunity to help local farms, our communities and the environment.

### **Stop Food Waste Day**

We celebrate Stop Food Waste Day each April to raise awareness, provide education and ignite change in response to the global food waste epidemic. This international day of action was founded by Compass Group in 2017 and became a global event in 2018. Compass Group is committed to cutting our food waste in half by 2030.

Elementary students learn what parts of a vegetable are edible and creative ideas to use them. We accompany this with a taste test so they can see that an unpeeled carrot is just as delicious as a peeled one. Secondary students can monitor their own food waste in the cafeteria, commit to making a change and receive awards for the results they achieve.



The Environmental Protection Agency estimates

**30%-40%** of the U.S. food supply is wasted.



1 in 9 Americans struggle to access nutritious meals.

Source: Feeding America, Map the Meal Gap study, 2020 Through partnerships, programs and promotions **we'll empower** associates, students and families **to make a difference**.

SHARE

TABLE

unwanted food items in the Bin.

These items are for anyone who is looking for a little bit **MORE** to their lunch!

el FREE to take what you like.

lease leave any unor

some; leave some!

### **Share Tables**

This designated space allows students to place unopened, extra food items from their school meal for others to take and enjoy. Eligible items may include milk, yogurt, cereal, packaged snacks and thick-skinned fruit like bananas and oranges.

If a student is still hungry after they finish their meal, they can pick up an additional item from the Share Table at no cost. This solution addresses food insecurity and benefits kids who play sports or need extra fuel for the day.

Share Tables are practical, inclusive and equitable. They teach social awareness, empathy, community connection and conscious food choices. Many of our partners have included Share Tables in their cafeterias to help eliminate food waste and encourage healthy eating habits.

In the short term, a well-run Share Table reduces the amount of edible food sent to landfills. In the long term, everyone benefits from lessons on sustainability and conserving resources.

### **Farmers Markets**

As part of our Farm to School initiative, Chartwells sponsors farmers markets at elementary schools. These markets help shape the way students select healthy foods outside of school and teach them about financial transactions, math and nutrition.

During the event, outdoor tents can be set up to emulate the traditional farmers market, similar to what students would experience at their local farmers market. All students are able to participate in a shopping experience using play money to "purchase" produce. Each student receives a bag to hold their chosen produce, play money, handouts and healthy recipes that explain how to prepare some of the fresh produce.





Tower gardens increase yields by as much as 30% and triple the speed of plant growth while using only 10% of the water and space needed for traditional gardening.



### Hydroponic Tower Gardens

Bring all the benefits of outdoor gardening right into your classroom. Hydroponic gardens provide hands-on learning opportunities while growing a variety of vegetables, herbs and other plants. Combine this unique growing experience with lessons on nutrition and science to spark curiosity. One of our chefs can even incorporate your harvest into an educational event.

### **School Gardens**

We are excited about the prospect of collaborating with your district to cultivate gardens and serve garden produce in school meals whenever possible. Our goal is to foster a sustainable, educational initiative within the school community that provides students with hands-on learning experiences. They'll learn about horticulture, nutrition and the importance of fresh, locally sourced produce. We would love to explore this further if you decide this initiative is right for Lyon County School District.

### **Innovative Service Models and Programs**

Others might see regulations as a hindrance to innovation, but at Chartwells, we believe they facilitate creative solutions. We collaborate with our partners to find innovative ways to implement USDA programs so they best serve your needs.

Our breakfast program features a variety of wholesome options that students can't resist – items like fresh fruit, hot sandwiches and homestyle oatmeal. We customize breakfast menus based on grade level and programs you may already have in place to meet your students' needs.

Chartwells offers a portfolio of alternative breakfast service models. We work with staff and use parent surveys, site assessments and student queries to determine the best option for your locations.

### Breakfast in the Classroom

Kids fuel up for the day while teachers take morning attendance and the class settles in.

### Mobile carts and kiosks

Carts and kiosks are strategically placed near high-traffic areas, making breakfast convenient for students rushing to class.

### Second Chance Breakfast

Students who may not be ready to eat first thing in the morning get a second chance to participate in this important meal after first period.

### Universal free breakfast

Eliminating the financial hurdle makes breakfast available to all students.

### Menu innovations

We learn student favorites, listen when they want something new and design the menu accordingly with choices like all-day oatmeal, fresh breakfast pizzas and fresh fruit parfaits.

### Reimbursable meal vending machines

Vending machines with freshly crafted meals that qualify as a complete, reimbursable breakfast are an innovative way to reach students who have limited time.

### **Breakfast Promotions**

Whether it's National School Breakfast Week, Lucky Tray Day, National Pancake Day or one of the exciting promotions below, kids are drawn to the cafeteria for fun and nutrition at breakfast.

#### **Bring on Breakfast**

Promotional calendar themes have mix-andmatch components for customization and align with Discovery Kitchen lessons, events and demonstrations. Our August theme adds excitement to the start of school with delicious food that fuels the day.



#### **Breakfast Scratch-Off**

Students receive a scratch-off card when they purchase a breakfast meal and get a chance to win a snack, bottled beverage or surprise item.



### **Breakfast Bingo**

Elementary and middle school students have their card punched for every game-eligible menu item. Once they complete a full row, they redeem the card for a prize.

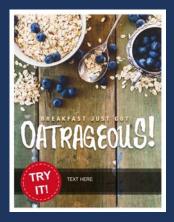
### The Smoothie Station

This culinary concept can be offered during any daypart and can even include an interactive blender bike, encouraging students to add more fruit and dairy to their day.



### Oatrageous

Oatmeal parfaits and overnight oats with unique fruit and flavor combinations stimulate the senses and encourage students to try something new. We blend familiar flavors like carrot cake with nutritious whole-grain oats.



# **Summer Meal Program**

Childhood hunger is a very real challenge in many parts of the country. We recognize the need to nourish children throughout the year and, in partnership with district administration, we will look for ways to enhance the food offered in your community and reduce the food insecurity some children may experience during the summer months.

We have the resources to support whichever summer feeding model works best for your community. These resources include:

Summer-themed menus

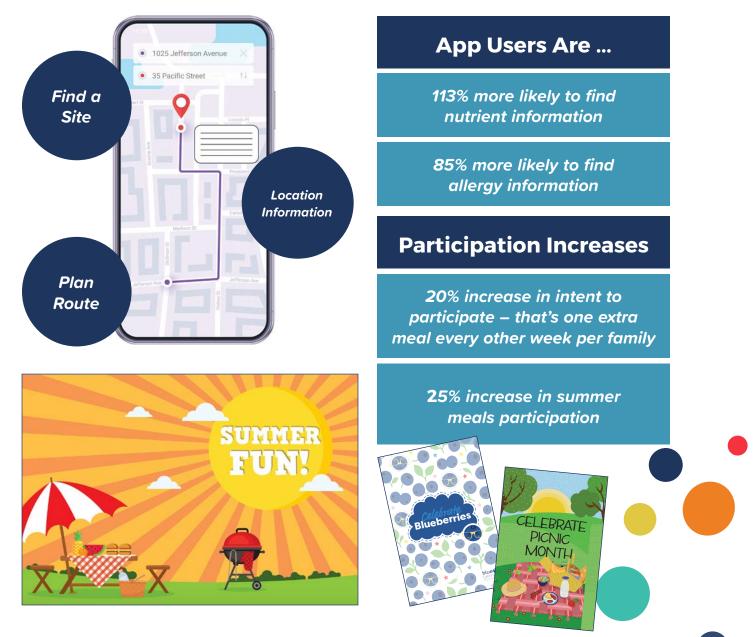
Social media content

Print and digital resources

Nutrition education materials

We have experience with traditional feeding through the Summer Food Service Program and Seamless Summer Option at schools, camps and community sites, as well as pickup or delivery options in areas that qualify.

Our Nutrislice menu app that students and families use all year doubles as a summer meals finder. Families can use the app to find their nearest meal site, boosting participation and driving out hunger. This application is available through mobile and desktop.



## **Afterschool Meals and Snacks**

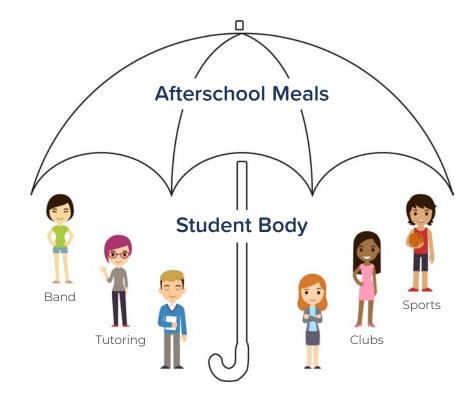
The afterschool snack program doesn't have to be exclusive to a school's participants but can be open to anyone under 18 who has signed up for the program. Providing food after the last bell rings can help student-athletes boost their energy before practice or the big game.

Our Afterschool Meals toolkit includes assessment, planning and training resources, as well as promotional materials to reach every audience in the community.

Retail-style, grab-and-go bento boxes, fresh fruit and healthy snacks have proved impactful for busy students. Participation growth has been significant for many of our partners.

### **Supper Program**

Our supper programs are created specifically to accommodate students who stay at school for extracurricular activities and for on-the-go families who need a little help putting nutritious food on the table in the evenings.



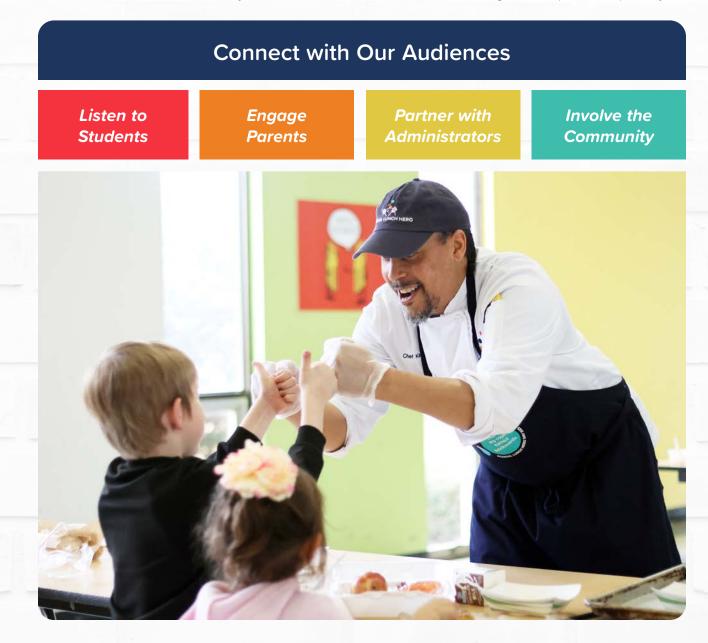
Afterschool meals and snacks can provide a balanced, nourishing meal for students as they socialize with friends, participate in team sports or attend enrichment activities. We support the umbrella model approach to afterschool meals, which greatly expands the number of students and their siblings who can participate in the program.

# **Involvement of Students, Staff and Patrons**

Listen, listen. That's the foundation for how we build customized programs that deliver results and ensure every student leaves the cafeteria happier and healthier than they came in. Understanding each school is unique, we care about taking time to learn about the specific needs of your students, administration, staff and community. Then we marry that with best practices we've gained from serving similar schools across the country and insights gathered from constantly evaluating trends and research. Our listening doesn't end on the first day of school; it's a process that ensures we continue to evolve the program and keep everyone happy and healthy. This is how we work together to create a foodservice program that is uniquely yours.

# **Turning Insights into Action**

We don't just listen; we react and respond. By regularly measuring and reviewing our program performance, we're able to ensure we're meeting, if not exceeding, our plans and the expectations of students, parents, administrators and the community. Here are some of the tools we use to strengthen our partnership with you:



# **Listen to Students**



## Surveys

We use Microsoft Forms as our survey platform. It's easy to use and completely customizable. We have survey templates available for each key audience - parents, middle and high school students, and district staff and administrators - with questions tailored to each group to maximize response rates. Survey templates can be moved to Google Forms, if needed. Once we've collected feedback, we use those insights to create an action plan that addresses needs and increases participation.

# Please tell us about your experience

# WE'D LOVE TO HEAR FROM YOU! How was your experience today? O Excellent OVery Good O Average O Fair

Emai

chartwells:

Comment	

# **Experience Cards**

Comment cards available in the cafeterias allow students to immediately provide feedback on their experience that day.



## **Student Choice**

This innovative program puts student feedback into action in a timely and meaningful way. Through fun and interactive opportunities to taste and vote on new menu items, your students will know they truly have a voice in their foodservice program and that their thoughts are valued.

# nutrislice



# **Food Ratings in Nutrislice**

The same innovative site and app that delivers menu, nutrition and allergen information gives students and parents an opportunity to rate each dish on a fivestar scale. They can also provide additional feedback, which is immediately sent to your director of dining services.

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## **Focus Groups**

Fun, interactive sessions with students and/or faculty are used to better understand attitudes and behaviors around school food. Groups are guided by a neutral facilitator with 8-12 students - typically in one-hour sessions - and are tailored to location, age and learning objectives.

Chartwells works with our clients, school principals, area director and dining services manager to select focus groups within student and staff populations. Results are compiled and an action plan is developed. Changes are implemented, tracked and reported to clients, key stakeholders and customers.

Focus groups build customer loyalty by demonstrating that the input and suggestions provided are put into action.

On average, focus groups deliver a **5% increase in participation** and higher levels of customer satisfaction.



# Youth Advisory Council

Members are elected and meetings are structured by the school principal. The YAC meets several times a year to discuss how we can make school dining a more meaningful and enjoyable part of the student experience. Objectives include:

- Promoting good nutrition habits
- Sampling new foods and voting for favorites
- Sharing ideas
- Bridging communication among foodservice managers, administrators and students



## **Happy or Not**

These kiosks have happy and sad face buttons so students can quickly let us know how they felt about their meal or menu items. The data is immediately available online, so we know how each meal was perceived before students even leave the cafeteria.



# ChattBack

ChattBack is a text-based feedback tool that allows students to communicate directly with your director of dining services without sharing any personal contact information. Posters in the cafeteria provide students with a schoolspecific phone number to text if they have questions, comments or concerns. The director or an assigned manager will respond to each message in a timely manner.



# Introducing the School Meals Report Card

At Chartwells, our mission is to ensure kids leave the cafeteria happier and healthier than when they came in. To support this mission, we recently launched the School Meals Report Card, a nationwide initiative designed to gather valuable feedback and insights from the people who matter most: students, their parents and families, and school staff.

Through the School Meals Report Card, we survey parents, students and school staff to better understand what they're looking for in a school food program. This national survey gives us a pulse check on respondents' satisfaction with our program, food preferences and what types of innovative offerings they're looking for in the future.



Seeking this type of feedback underscores our listen-first approach and better positions us to enhance our menus, promote nutrition education, introduce innovation and, ultimately, boost participation. The School Meals Report Card provides valuable insights into satisfaction and preferences at the local and national levels, enabling us to make meaningful improvements to our meal programs to better meet the needs of Lyon County School District and your community.

# **Engage Parents**

We work collaboratively with communications and marketing teams to share how the foodservice program is serving your students, building your reputation as a district of choice.

## **Social Press Kit**

Our social press kit website features premade posts for X, Facebook and Instagram that can be customized for your district. Step-by-step instructions make it quick and easy to share content. Scroll to find your topic, select the post you want to use, customize it for your district and share to social media.

# Website Content

We will continue with your communications team to maintain a webpage on the district site with important information about the foodservice program. The page provides students, parents and staff easy access to menus, special messaging, promotions and nutrition education information.

# **Media and Publications**

Through media and communications toolkits and a proven approach to generating good news stories about activities within the cafeteria, we have the opportunity to work closely with local media. Whether it's sharing a press release on a new program, inviting media to come see a Discovery Kitchen in action or organizing an interview with one of our chefs or dietitians, there are numerous ways to shine the spotlight on your district.



We're headed to Italy with Global Eats! X Meet @michael\_toscano, an experienced chef and restauranteur who specializes in Italian cuisine. Italy is known for its pizza and pasta, but the ingredient that makes these dishes shine is cheese! https://bit.ly/3I5YcsA

# Welcome Back!

#### Welcome Back/Logistics 1

Welcome back to another school year! Our Chartwells team is excited to be #ServingUpHappyandHealthy at [YOUR SCHOOL]. This year, meals will be served [WHAT/WHERE/HOW DETAILS OF SERVICE MODEL FOR YOUR SCHOOL]. #BacktoSchool

# Veg Out

#### Veg Out Launch Announcement

Plant-based meal options are un-BEET-able! Veg Out, our newest culinary concept, is coming to [SCHOOL] cafeterias and highlights the wide variety of vegetarian and vegan options available [on the lunch menu OR at a dedicated food station]. Join us [this/next] week as we introduce Veg Out featuring flavorful, creative, and delicious plant-forward meals! #ServingUpHappyandHealthy

### **Newsletters**

Newsletters, website messaging and social media posts all help us highlight what's happening in the cafeteria. With news on upcoming Discovery Kitchen events, new menu items, recipes families can make at home and the launch of programs like Student Choice and Mood Boost, we provide regular updates to keep parents informed about your foodservice program.

DISCOVERY KITCHEN FUN

dents will take a journey through the quad , where they will learn about each region each area's geography allow foods for the entire country. uriosity about agriculture and cuisiner The Great American Roadtrip is pack s arouni diners of all age

Enjoy a taste of Discovery Kitchen at:

100th

NSBW CLUE IN to school breakfast! It's National

UP NEXT





Coming in 2025!

Geep up to date with our

Nutrition Services has some great new things coming this year. Our Chef will be doing some more Global Eats and Discovery Kitchen presentations at schools around the district.

New recipes will be made to give more variety and new flavors to try.

Our next scheduled event is a Discovery Kitchen at FIS on Jan 30th.

#### A Semester in Review

Happy New Year! We had an ama zing vear las year. Students were able to taste some fantastic dishes from a different country via our Global Eats program. Out kitchens enjoyed spreading cheer by celebrating and decorating for Halloween and Some of our kitchens received some new equipment to help feed our amazing stude We finished the year by having a holiday feast of a turkey dinner with all the fix-ins. ope everyone had a great holiday sea reat things to come in the New Year!



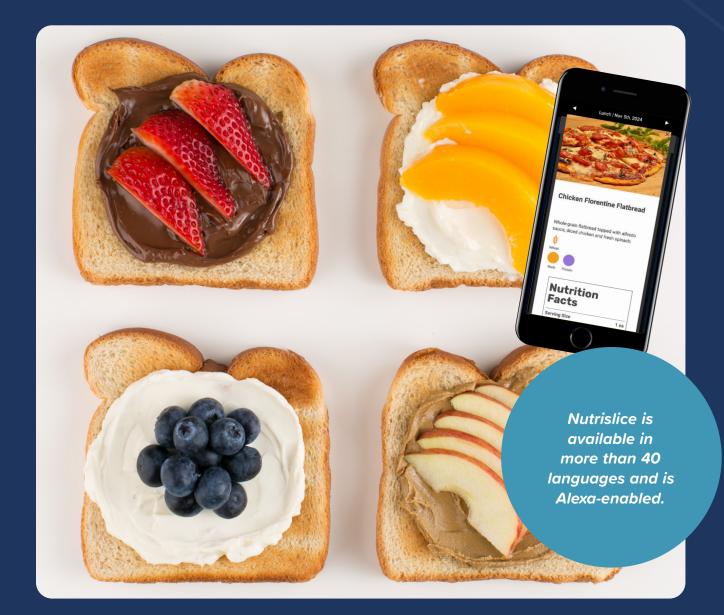
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150

# **Bilingual Messaging**

Inclusion matters. We understand engaging parents and students is key to a robust, successful program. Core communications materials can be developed in English and Spanish, including important information such as reimbursable meal signage and monthly newsletters.



# ¡Mira aquí!

The team at Pendergast Elementary School District in Phoenix developed an informative presentation for the district's monthly parent luncheon. Presented in English and Spanish, the team covered school menus, nutrition guidelines, promotions and events, nutrition education programs, the STEAM Academy partnership and general information about the Chartwells team. This offered broader outreach and an increased comfort level for parents.

# **Partner with Administrators**

# **Quarterly Business Review**

The goal of our QBR process is to be proactive, keep you informed on your foodservice financials and introduce our newest services and technology. The QBR is reviewed by Chartwells' regional leadership and subject matter experts, including the regional vice president, regional director, marketing director, dietitian, chef and client relations director. Then, your area director and director of dining services will present it to Lyon County School District. Depending on the agenda, other leaders and experts may also attend the QBR.

Chartwells is the only foodservice management company that offers this unique opportunity to strategically map Lyon County School District's foodservice program for the future.

# Monthly Client Report

The Monthly Client Report highlights topics such as:

Financial and marketing highlights Issue resolution with action plan

**Projects and progress** 

## **Client Surveys**

While we always encourage open dialogue, once a year we like to take a closer look at client satisfaction.

To ensure we're meeting your needs and expectations, we work with E15. This Compass Group sector is devoted to analytics that drive innovation, and it conducts satisfaction studies with our partners. This partnership offers a collaborative and flexible process, improved reporting functionality and a timeline that accommodates the unique needs of K-12. We use the results to provide an even higher level of quality, service and support.

This annual online survey:

- Captures overall satisfaction, opportunities for improvement, loyalty to Chartwells, likelihood of renewal and key performance metrics that guide business planning and continuous improvement.
- Is distributed directly to key stakeholders (typically at least two per district).
- Provides valuable quantitative and qualitative data and compares performance to previous years.
- Allows us to dive deeper into areas of concern, opportunities for improvement and success stories through in-depth, follow-up conversations.

 $\star$   $\star$   $\star$   $\star$ 

We scored 4.5 out of 5 on overall client satisfaction and likelihood to recommend Chartwells to others.

#### DASHBOARD EXAMPLES

chart types, location, size, and dashboard filters will be optimized based on final question types and relevant KPIs.

Survey results and insights are delivered in real time via an online dashboard. Chartwells leaders have immediate access to results, allowing for instantaneous analysis, follow-up and action. Data can be sorted by division, region, area director and district.

## **Principal Scorecards and Forums**

Every school leader has different needs for their school. We establish constant communication with our principals to ensure they are getting the quality service they expect and know they can rely on Chartwells to deliver. One of our team members visits or surveys each principal regularly to ensure communication lines remain open. This feedback is used to track the progress of the foodservice program, make updates and assess its impact on students. Quarterly forums are established to follow up on surveys.





# Involve the Community

# Building Buzz and Spreading the News

Read on to see how our programs have been featured in news stories across the region. We have a proven approach for identifying stories that create news, and we build relationships with local media, often in collaboration with the district's communications staff, where appropriate. Our goal? A steady flow of news stories that shines a positive light on Lyon County School District and becomes a source of pride for students and the entire community.

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# Nevada News

# **2** NEWS NEVADA



Carson City School District launches Global Eats program

# **2 NEWS** NEVADA



Carson Middle School Culinary Students Compete in Cooking Competition







It's a simple yet powerful idea – let students decide what's on the menu.



We're boosting moods with knowledge about how the foods we eat impact our overall wellness.



Our flagship nutrition education program fosters curiosity and learning through hands-on engagement.



We're excited to help you inspire young athletes to enhance their performance through nutrition education.



Contestants build skills, gain experience, create delicious meals and, most importantly, have fun.

# **Global Eats**

Our newest program is taking flight to bring students authentic cuisines from all over the world.

# **Community Events**

Our program is for the entire community. We want to be a resource for your area, participating in local celebrations and festivals and connecting with parents through events like:

- Parent nights and back-to-school open houses
- Family Fun Nights
- Parent Advisory Committee, PTA and PTO involvement
- Food for the Family grocery shopping classes



We believe in the power of traditional and hydroponic gardens to provide a fun, hands-on approach to learning.

For more detailed information about our core engagement programs, please see this section of the proposal.

# **Charting Paths and Launching Dreams with Chart Forward**

Chart Forward is our new student enrichment initiative where Chartwells impacts students' lives beyond the cafeteria. Helping to bridge from the classroom to career, Chart Forward encompasses our proprietary partnerships with hospitality career development initiatives and the foodservice industry to expose students to culinary training, internships, a professional speaker series and hands-on, real-world experiences.

# Explore New Horizons with Discovery Days

Introducing Discovery Days, a collaboration between Chartwells and Lyon County School District meant to inspire, inform and enrich your students. In this exclusive professional speaker series, students have the opportunity to hear from chefs, finance experts, marketing pros, sustainability champions and more as they share their career journeys.



DAYS,',,','



ENGAGEMENT AND EDUCATION

### **Benefits to students:**

- **Exposure to Diverse Careers:** Learn about various career paths and steps to success.
- **Networking Opportunities:** Build valuable connections with industry professionals.
- Educational Insights: Discover different educational opportunities, including internships.
- Inspiration and Motivation: Hear success stories to inspire ambitious goals.
- **Broadened Perspectives:** Gain a well-rounded understanding of the professional world.



In addition to these great benefits and access to industry experts, we are excited to leverage the power of Compass Group and offer enhanced program options, including:



## Partnering with Navigate

Introduce culinary careers, provide hands-on experience and gain valuable life skills.



# Connecting to Sports Nutrition

Learn the fundamentals of performance nutrition; partner with area college, semiprofessional and professional sports teams; and offer educational food demonstrations.



University of Nevada, Reno

## **Visiting Partner Sites**

Gain special access and experience hands-on learning opportunities at area partner sites including college campuses, corporate locations and sports and leisure venues.



Bringing together functional leaders in nutrition, operations, corporate affairs, legal and communications, our Policy Advisory Group provides expertise on regulatory changes, informing our internal and external partners on an ever-changing industry landscape. This cross-functional expertise helps Chartwells associates, and our district partners, adapt to these changes as efficiently as possible, ensuring the optimal program for your district.

We look forward to partnering with Lyon County School District to bring your students enhanced career awareness, improved networking skills, increased motivation and broadened educational horizons.

# Culinary Education: ProStart

ProStart is a culinary arts curriculum designed by the National Restaurant Association. It helps students build careers by providing a solid foundation of culinary and restaurant management skills. If your district is interested in establishing a culinary arts program or expanding an existing program, we can facilitate a partnership through your state's ProStart coordinator.

The program uses "Foundations of Restaurant Management & Culinary Arts, Second Edition" as its text and has been used in schools across the United States for years. The latest edition has an expanded digital offering with videos, an e-book, recipe management program and additional resources to support instructors. It features shorter chapters that improve student retention, and it helps them apply math, science and technology in the kitchen.



# 4. Unmatched Purchasing Power

Supply chain and inflationary pressures are impacting schools all over the country, but a partnership with Chartwells can help. Our procurement arm, Foodbuy, is the largest foodservice purchasing organization in North America.

Because Foodbuy buys in such large volume, we get the highest-quality food at the best price. Managing 3,650 contracted vendors across North America, Foodbuy supports us with deals for front- and back-of-house products and services. Strong relationships with our supply partners result in a steady supply chain for our district partners. We have the highest fill rate in the industry, and that means you get more of what you order, when you order it.

Foodbuy has expertise in:

- Commodities
- Sustainability
- TrendsLabor
- WellnessInnovation



Scan the QR code to hear Chef Peter Gilhooly, senior vice president of culinary services, explain the benefits and purchasing power of Foodbuy.



# **Benefits to Lyon County School District**

# Foodbuy





# We Are Your Procurement Advocate

## **USDA Foods**

Overseen by an expert in USDA foods, the Chartwells National Commodity Program is focused on delivering consistent product quality, high nutritional value and low food costs.

### Maximum Utilization and Effective Management

We know smart utilization of USDA commodity entitlements can help lower food costs without compromising quality. Our process is managed by an expert in USDA commodity utilization who is supported by state-based commodity champions. All team members receive annual training on USDA commodity planning, management of commodity entitlements, proper inventory procedures and flexible menu development. Our team of experienced chefs and registered dietitians makes full use of USDA foods – including meats, grains, fruits and vegetables – when planning and creating recipes.

## **Smart Processing**

We align our USDA foods with manufacturers who supply us with products that meet our stringent quality specifications while supporting local purchasing. Since our commercial and commodity products are identical, the result is a seamless transition between the two. This process reduces menu substitutions, leverages food costs and provides consistent quality ingredients that are easily incorporated into our wholesome meals.



# Food Ordering and Menu Management

Chartwells uses a proprietary purchasing system called MyOrders, an intuitive platform that allows managers to easily and accurately place and manage their orders. This web-based solution features detailed product information, central shopping lists and product changes and an inventory module.

# **Managed Order Guides**

Foodbuy uses a Managed Order Guide to streamline a majority of purchases from broadline distributors. These guides ensure we're buying the right products, from the right vendors, with proper nutritionals for USDA regulatory compliance. They guarantee products are fully traceable and have been manufactured and shipped safely.

# Handling Food Manufacturer Recalls and Market Withdrawals

Our corporate quality assurance department closely monitors USDA, FDA and other websites for product recall and withdrawal announcements. Even the slightest possibility of a compromised product in our operations triggers an internal Red Alert that includes product name, potential health threat, code dates and lot numbers, as well as any actions needed.

# Responsible Corporate Citizenship/Supplier Diversity

Our supplier diversity program identifies and sources business opportunities with capable small, minority-, women-, disabled- and veteran-owned businesses that meet the qualification requirements of Foodbuy and our customers. The program also tracks all expenditures and joint revenue generated from diversified suppliers and provides diverse business owners with access to the purchasing opportunities within Foodbuy.

The supplier diversity department staff is dedicated to helping Minority- and Women-owned Business Enterprise (MWBE) suppliers understand the requirements to become Compass Group suppliers. We ensure MWBE owners are treated fairly in the qualification, proposal and contracting process and provide information to all Foodbuy customers about the availability of qualified MWBE suppliers. Foodbuy delivered \$864 million in purchasing volume and joint venture revenue with small, minority- and womenowned businesses in the U.S. in fiscal year 2024. We're proud of the results our efforts have generated and the awards and recognition they have received.



29 Suppliers 60+ Mentors and Trainers

500+ New Client Purchases

## **Diverse Supplier Accelerator Program**

Launched in 2021 with an initial team of 11 suppliers, this program gives us an opportunity to support and promote MWBEs. New suppliers are selected to join the program each year based on how they can help us serve our partners. Participants receive:

- Mentorship through one-on-one coaching from a dedicated Foodbuy associate.
- Actionable Development Plans (ADP) that create opportunities and growth.
- Bimonthly training from our subject matter experts that includes a comprehensive review of Compass Group sectors, operations, the Foodbuy business model and best practices.
- Additional marketing and promotional exposure through exclusive Foodbuy and Compass Group events.

This increases associate engagement and process improvement. Most importantly, it ensures we meet our partners' needs. We're moving toward equity and inclusion for all suppliers every day.

# **Featured Supplier Participants**



COFFEE ROASTERS. NYC

Heidis real food

Compass Group increased its spend with Miffy's Foods

# over 430%

in just two years

### **From Our Partners**

"Our year-over-year sales to our non-Compass customers grew by 51% based on the changes I implemented from what I learned in the Accelerator Program."

### – Sylvester Ballard, President and CEO, Atlas Produce

"As a small emerging brand, to realize that my voice and ideas were actually being welcomed and heard, was truly a breath of fresh air. This opportunity has launched me into a whole new and exciting arena where my sales have skyrocketed."

– Miffy Jones, Miffy's Foods

# **Buy American Provision**

Our purchasing capabilities are vast and flexible, enabling us to meet our partners' particular requirements. Wherever feasible, we buy local and American-made products. A large number of our food suppliers produce their products in the U.S., helping us easily achieve the USDA's requirements for domestic purchases.

In 2012, the USDA incorporated a procurement audit into school district requirements and increased its focus on the Buy American provision. Our management team ensures everyone has the tools and confidence they need to help you exceed USDA and state agency requirements. We ensure adherence to these regulations through:

- Training that details the requirements of USDA procurement reviews and the Buy American provision.
- Protocols and standard operating procedures with detailed instructions on requirements.
- A central email box so questions or issues can be quickly answered and escalated.
- Buy American product documentation.
- Instructions all associates must follow to inspect every food label for country of origin information.

Chartwells was the first in the industry to develop a robust training program and a comprehensive set of resources to ensure our teams understand these rigorous requirements.



# Sustainable Sourcing

With a strong commitment to reducing our carbon footprint, our purchasing and supply chain teams work with suppliers and organizations on a range of initiatives and sustainable purchasing programs, including:



Whenever possible we feature locally grown foods and require all growers are GAP (Good Agricultural Practices) certified.



Local Produce

We partner with local farmers to provide the freshest produce, bakery and dairy items possible to reduce our environmental impact and support local economies.



Monterey Bay Seafood Watch Program We follow the guidelines of Monterey Bay Aquarium's Seafood Watch program, helping us source seafood caught or farmed in ways that support a healthy ocean now and for future generations.

rBGH/rBST-Free Fresh Milk and Yogurt Chartwells serves only fresh fluid milk and yogurt from cows that have not been treated with the artificial growth hormones rBCH/ rBST.



Imperfectly Delicious Produce

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Our Imperfectly Delicious Produce program provides usage options for cosmetically "imperfect" fruits and vegetables that would otherwise be wasted.



Certified Humane Cage-Free Eggs We offer Humane Farm Animal Care (HFAC) certified cage-free shell eggs and follow policies developed with guidance from experts at the Humane Society.



Plant-Forward Menus

Plant proteins offer healthy, eco-friendly alternatives to animal proteins.



Fresh All Year



Reduced Antibiotic Chicken Since 2006, we have prohibited the purchase of chicken in which antibiotics approved for use in human medicine have been used nontherapeutically or for growth promotion.



Dedicated Crop Program



**Ethical Trading** 

Chartwells does not engage in unlawful or unconscionable labor practices. We are committed to ensuring all our dealings with suppliers are conducted in accordance with our guiding principles of responsible and ethical trading.



Manufacturer Partnerships Chartwells' Pioneer Valley Flash Frozen program preserves local foods so they can be enjoyed all year long. We spearheaded this project to benefit farmers and the schools where it is available.

We work with local farmers who dedicate a portion of their land to growing crops just for Chartwells schools. They plant, harvest, package and deliver fresh, local produce directly to our school districts each month. School starts at the perfect time, just as these items are harvested in the fall.

We have partnerships with numerous trusted manufacturers and offer many of the same brands our students enjoy at home that align with our food philosophy.



# **Compass Group Commits to Global Climate Net Zero**

As the worldwide leader in foodservice, we have a responsibility to contribute to our industry through ethical, sustainable and inclusive business practices. That's why we've committed to reach net-zero greenhouse gas (GHG) emissions across our global operations and value chain by 2050.

This forward-thinking target makes Compass Group the first international company of our kind to announce a sweeping commitment to a 2050 net-zero emissions economy. It includes ambitious emissions reduction targets over the next decade that have been validated by the Science Based Targets initiative (SBTi), and a further commitment to be carbon neutral in our worldwide operations by 2030.



"Compass Group's new global climate netzero target reflects our teams' commitment to sustainable sourcing, eliminating food waste and transforming our environmental impact.

As the world's largest foodservices group – operating at the heart of the global food supply chain – we are in a unique position to influence real change by working in partnership with our suppliers and encouraging sustainable consumption from the clients and consumers we serve every day."

> - Dominic Blakemore, CEO, Compass Group PLC

In addition to investing in climate-positive projects worldwide to support decarbonization, reforestation, biodiversity, and freshwater, land and ocean preservation initiatives, our actions include:

- Transitioning all fleet vehicles globally to 100% plug-in electric.
- Switching to renewable electricity across all our operations.
- Reformulating menus to be low-carbon and use plant-based proteins.
- Increasing sourcing from regenerative agriculture.
- Focusing on packaging solutions to further reduce single-use plastic.
- Reducing food waste in global operations by 50% by 2030.
- Increasing share of seasonal and locally sourced produce.
- Delivering a global deforestation-free and land conversion-free supply chain strategy.

Our sustainability strategy will always include bold actions and global collaboration, and this recent step marks the first initiative in our latest plan, Planet Promise – Compass Group's companywide commitment to a sustainable future for all.

We pledge to use our scale and reach to influence and work with clients, industry associates, governments and suppliers to reduce their direct GHG emissions and to set their own net-zero and SBT initiatives to help create a more sustainable global food system for all.

# **Local Partners**

We proudly incorporate locally sourced and minimally processed food. We promise to be an active part of the surrounding community and build a healthier future as we continue to develop partnerships with local farms. Our unmatched procurement capabilities are focused on supporting local communities, sourcing responsibly, reducing waste and bringing fresh produce straight from farms to our schools. We then prepare wholesome recipes with scratch- and batch-cooking techniques that retain nutrients and flavor.

We deliver food kids love to eat backed by strict quality assurance and the latest advancements in food allergen management, ensuring increased access to best-in-class nutrition for all.

## **Local and Regional Purchasing**

Supporting the preservation of the American family farm, reducing the carbon footprint of our supply chain and giving back to local communities is central to our core values. We source ingredients from local (within 250 miles) and regional (within 400 miles). While a 250-mile radius is how we generally classify ingredients as local, we can customize the designation to your preference. Our chefs prioritize local produce and can easily identify local options when ordering.



# Farm to School

We work closely with local farmers to bring fresh produce straight from farms to our schools. We buy whole crops and flash freeze local fruits and vegetables so we can serve them in school yearround. These partnerships continue the farmto-table trend and present an opportunity to introduce fresh new foods and flavors, while benefiting students, farmers and the entire community.



In 2022, Chartwells districts purchased 76% of produce and dairy Farm products from local farms. Working with produce distributors, we will ensure local, seasonal produce is the first choice on your order guides and

is clearly marked for easy ordering. Our tools and availability calendars let menu planners forecast their local produce needs and work with their vendors' inventories.

"The Chartwells staff has been fantastic in helping to get more local produce in schools. By supplying schools with local vegetables, we are able to support farmers and get healthy food to thousands of young people throughout the region."

– John Waite, Franklin County Community **Development Corporation** 

Featuring fresh produce from local farms helped increase lunch participation by 30% at a high school in Wichita Falls Independent School District.



# **Plant Power Fuels Fun at Union City Public Schools**

Our partners typically celebrate our Plant Power theme in March, but the team at Union City Public Schools in New Jersey celebrates all year. Executive Chef Josh Mejias and Resident Dietitian Alicia Lusardi develop new, plant-forward recipes for students to taste during monthly Discovery Kitchen events. Chef Josh even includes culinary students in the recipe development process. Successful recipes like chocolate hummus with fresh strawberries are used throughout the region. Grant funds, like the recent \$87,000 Farm to School grant, ensure local produce is featured.

Vegetarian meal options are available every day at all schools, and we continuously seek student feedback to ensure we're offering what students want to eat. When Alicia noticed high school students weren't taking vegetable sides, she hosted a polling event to find out what students wanted and they chose Dominican Potato Salad.

### **Educational events have included:**

- A farmers market where elementary students could "buy" fresh, local produce.
- Growing fresh herbs in hydroponic gardens to incorporate in school meals and catering events.
- Discovery Kitchen Cookoff events where competitors are required to incorporate local, seasonal ingredients and USDA MyPlate guidelines.

# National Farm to School Month

Chartwells celebrates National Farm to School Month each October with:



Although we place an emphasis on farm to school throughout the year, October is a special time to unite the school community in learning about the food system and the benefits of local produce. We are eager to work with you to create a unique celebration for your students.

In October, our Discovery Kitchen program features a Seed to Table theme for National Farm to School Month. During a past event, students planted tomato and basil seeds, attended cooking demonstrations and got to try dishes with the featured ingredients at lunch.

Learn more about Discovery Kitchen in the Promotions section of this proposal.

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rgest grower of apples country than 14.9 million apple ng 34,500 acres es about 1.008 billion apples per year ples are sold ready to eat 6 is used for processing baby food, applesauce, bie filling etc.) PLE CRUNCHING SECTION THREE: METHOD OF APPROACH AND IMPLEMENTATION PLAN

(e) Provide a comprehensive plan on how the Offeror shall implement Hazard Analysis and Critical

Control Point (HACCP) principles to meet the USDA guidance effective July 1, 2006. Public Law 108-265.

# **Quality Assurance and Safety**

We never compromise on the health and safety of our partners. To keep your students healthy, we take our responsibility for quality, food safety, sanitation and HACCP very seriously. We are also committed to making sure every school we operate is always in full compliance with regulatory requirements. With guality assurance spot-checks, printed daily menus and temperature logs with service times, Lyon County School District can rely on our verification process and the level of detail in our information recording.

## **Food Safety for Schools Guide**

The Food Safety for Schools Guide (FSSG) serves as the foundation of our food safety system. It is used for food safety, sanitation and HACCP training in every school and contains useful information for directors, school supervisors and food handlers, including:

- Separate sections for each topic (e.g., proper chemical handling, food storage practices) and each critical control point in our HACCP plan.
- All forms and logs needed to An outline of our plan for document our processes.
- Informational handouts for use during training.
- Guidance for supervisors on managing each topic and food safety system.
- compliance with USDA HACCP requirements.
- A section with guidance for schools that produce and transport food or receive prepared food.

The companion to this guide is our Food Safety Signage, which features:

- Signs to remind food handlers of safety standards and procedures.
- Instructions for each critical control point in our HACCP plan.
- Visual aids for training.
- Food safety reminders for students at service stations.

# **Management Training**

All directors, chefs and supervisors are to maintain ServSafe certification at all times, regardless of local health department requirements. While the National Restaurant Association – provider of the premier food safety certification course in the nation – requires recertification every five years, Chartwells requires recertification every three years so managers are always up to date on the latest advancements in food safety.

# **Hourly Food Handler Training**

Supervisors use our Twenty-Four 5-Minute Training Topics Worksheet from the Food Safety for Schools Guide to train our frontline associates. Supervisors also conduct a training on one topic in the guide each week, reinforcing and refining systems as they go.

# **USDA HACCP Compliance**

Detailed below are the seven steps identified by the USDA for a HACCP-compliant food safety system along with the Chartwells plan that meets or exceeds each requirement.

Step 1 Conduct a hazard analysis.	Chartwells requires a quarterly Food Safety for Schools Inspection to be completed for each school.
Step 2 Determine the critical control points. Develop and implement standard operating procedures.	Our sanitation standard operating procedures (SSOP) and standard operating procedures (SOP) are included in our Food Safety for Schools Guide (FSSG). Supporting signage is posted in all schools, and training topic worksheets help train and implement procedures.
Step 3 Establish critical limits. Identification and written documentation per the Process Approach to HACCP.	Chartwells Food Safety System identifies four food process flows in our HACCP plan, one more than the USDA model. Menu HACCP worksheets are in the FSSC and are completed and retained by each school. HACCP flowcharts for each of the processes are also in the FSSC.
Step 4 Establish monitoring procedures.	Monitoring procedures are established and documented for each critical control point within the FSSG and specified on our posted HACCP signage.
Step 5 Establish corrective actions.	Corrective actions are established and documented in the FSSG for each critical control point. They are specified on our HACCP signage and identified on each log.
Step 6 Establish recordkeeping and documentation practices.	Master copies of HACCP logs are in the FSSG. Completed records are retained in each school per the records retention schedule.
Step 7 Establish verification procedures.	Each school is regularly inspected for compliance with our Food Safety for Schools program, including observations of food handling associates in-service. Completed HACCP logs are reviewed and approved by management.

### Food Safety/HACCP Customization and Planning Guide

An effective HACCP program must be customized to the unique elements of the school where it is used. Our planning guide helps managers identify specific processes based on the school's menu, equipment, staffing level and service style. This guide assists managers in identifying:

Who is assigned to each task Where tools should be stored When and where tasks are to be completed

**How** tasks should be done

## Menu HACCP Worksheets

Managers document the process for each unique menu item served at each school on the Menu HACCP worksheets. School-specific procedures and controls are also documented here, and completed worksheets are used for procedure monitoring and training.

### **Inventory Storage**

When considering storage, our first priority is food safety. Chartwells follows all food safety guidelines as outlined in federal, state and local regulations. We work with our partners to address any facility issues, ensuring food is securely stored and safe to use.

- The on-site supervisor manages product flow and ensures all food safety practices are followed. They also review all purchases and compare them to on-hand inventory to ensure optimal utilization of USDA foods and prevent overstocking at any school location.
- USDA and DoD foods are always utilized first
   before purchased foods to optimize use of commodities.
- All products are rotated on a FIFO first in, first out – basis to ensure products flow through in the order received.
- Audits are performed at each school throughout the year to ensure food safety and accuracy.
- Inventory for purchased foods is taken weekly on Wednesdays after service and the last day of the month for USDA and DoD foods.
- Inventory is counted in the warehouse and at every school location; reports are submitted to the compliance coordinator monthly.

### **Foodborne Illness and Public Health**

Our dedicated quality assurance department monitors emerging concerns, trends and potential risks to food safety and public health every day. These risks might include recalled food and consumer products, foodborne illness outbreaks and communicable diseases in the U.S. and internationally. Due to the scale of our operations and geographical distribution, we can closely track our response to potential health issues through our Crisis Management Hotline. This hotline is toll-free and monitored around the clock, and once a call is received, the team immediately assigns appropriate experts to support the district.

The QA department follows the investigation guidelines outlined by the International Association of Food Protection, and in the case of foodborne illness, the vice president of quality assurance coordinates an investigation of the complaints. As part of our larger public health responsibility, local health departments are often involved as well.

We consistently communicate with our teams regarding potential public health risks. We provide educational information and actionable measures to prevent the spread of disease and ensure safe environments for working and dining. In recent years, we have provided information regarding COVID-19, norovirus, Ebola, enterovirus and avian influenza.

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# International Association for Food Protection ®

# Compass Group Wins Highest Honor in Food Safety

Every year, one company is recognized by the International Association for Food Protection with the highest honor in food safety, the Black Pearl Award. In 2023, Compass Group North America was honored to receive this award in recognition of our achievements in advancing food safety and quality through consumer programs, employee relations, educational activities and adherence to standards.

"Food safety is the No. 1 foundational 'ingredient' in every recipe we cook and every food we serve," said Tom Ford, vice president of food safety and quality assurance. "Even though most of our food safety initiatives occur behind the scenes, the Black Pearl Award reinforces the strong program we have created, what we have achieved and that we're on the right track to continue innovating for years to come."

Compass Group North America serves more than 14 million meals a day and has built and fostered a strong food safety program through a variety of innovative initiatives. These include a frontline training platform that engages hundreds of thousands of employees each year, a robust vendor approval process that keeps food safety front and center, microbial testing of to-go product vendors, the use of real-time audit data to drive improvement and reduce risk, and the creation of the first-in-theindustry certified allergen management training courses. THE ELOSITE BLACK FEARL SOUGHT AFTER FROM DEGANIA TO THE ORIENT BY EUROPEAN LORDS ND ASIAN EMPERIORS ALIKE. ITS RAMITY SIGN OF DETERMINATION. ITS LUBTER A ON OF QUALITY, ITS ACQUISITION & SIGN OF QUALITY, ITS ACQUISITION & SIGN

THE WILBUR S. FEAGAN F&H FOOD EQUIPMENT CO. BLACK PEARL AWARD OF CORPORATE EXCELLENCE IN FOOD SAFETY & QUALITY PRESENTED BY THE INTERNATIONAL ASSOCIATION DO FOOD FOOTETION

# The Black Pearl Award

The International Association for Food Protection represents more than 4,500 food safety professionals committed to Advancing Food Safety Worldwide. IAFP includes educators, government officials, microbiologists, food industry executives and quality control professionals involved in all aspects of growing, storing, transporting, processing and preparing all types of foods.

### A Safe Place to Learn and Work

From speaking with school administrators, we know safety is a top priority. We take safety seriously and we'll collaborate with you to find the best solutions for your students, staff and district.

## **Student Safety**

A safety committee comprised of your director of dining services and five associates will have regular meetings and perform audits. You will also have regional and area safety coordinators as part of your safety team. Safety topics are communicated weekly, and we hold regular sessions to reinforce safe practices and coach associates. They'll learn how to interpret and assess risks and manage situations as they arise. Daily safety huddles, individual job safety talks and monthly safety meetings all contribute to the prevention of unsafe situations during service and preparation.

### **Associate Safety**

We've developed a comprehensive health and safety platform, a corporate health and safety team and our own safety standards that exceed legislation. It is important we create a culture of safety to minimize the risk of workplace injuries. Your local team will continue to:

- Be accountable for all matters relating to health and safety for the associates they supervise directly and/or indirectly.
- Preserve transfer of knowledge of duties and obligations under all relevant health and safety legislation.
- Ensure associates use personal protective equipment as prescribed and follow all safety procedures and practices.
- Provide training for use of equipment, safe work practices and procedures and handling of hazardous materials.
- Take every reasonable precaution to protect associates.



### **District Safety**

Chartwells will continue to adhere to Lyon County School District's and site-specific procedures to maintain the integrity of buildings, vehicles, property and facilities. We will:

- · Participate in safety drills.
- Follow crisis procedures.
- Ensure work areas are free from debris to prevent accidents.
- · Keep loading docks cleared.
- Maintain security in areas that our associates access.
- Safeguard doors to prevent entry without authorization.



# **Emergency Response**

Although you can't plan for a crisis, you can plan how you will react to one. Our Emergency Crisis Planning Guide provides each school with procedures for any potential emergency, and our crisis preparedness plans make mobilizing simpler and smoother. For those events that can't be planned for, we have a team of experts skilled in crisis management who are available at a moment's notice.

We work collaboratively to understand and support your district's emergency plans while anticipating additional needs. Throughout it all, we have the strength and support of Compass Group's vast network of resources.

From stocking pantries and preparing shelters to setting up community feeding programs in times of great need, Chartwells understands what it means to be a good neighbor and recognizes the importance of compassionately feeding a community, especially when it matters most.

When the crisis has subsided, the team quickly evaluates the current situation within the district, holds daily meetings and prepares to resume service quickly when students return.

## **Emergency Meals**

We are skilled at the development and implementation of emergency meal plans that provide nutritious, quickly served, full meals in alternate settings.

### **Emergency Management and Shelter Meals**

We'll work with you to formulate an emergency management plan that includes food and beverage, sanitation, housekeeping and other vital services if faced with any major crisis or disaster. Whether you need short-term basics such as ice or boxed lunches, or all-inclusive services for an extended period, Chartwells is your single-source provider. You can make one call and know your needs are being handled.

### **Real-World Experience**

The strength and dedication of our associates is even more evident during times of crisis. Even when suffering the losses that accompany these events themselves, they arrive to serve others, united as a Chartwells family. "Nothing but respect and appreciation for everything that Chartwells helped support during the COVID crisis and helping literally feed our community."

> Dr. Shawn Ryan, Superintendent, Clarkston Community Schools



If you can't measure it, you can't manage it. That's the philosophy behind our accounting and reporting systems. Managing your budget and tracking foodservice dollars is of utmost importance to your program. We're here to give you the information you need, help you analyze it and answer your questions.



# **Accounting Controls**

Our goal is to keep you informed and make your job easier. One way we achieve this is through detailed and accurate accounting services.

#### **Monthly Operating Statement**

With Chartwells, you will receive a monthly operating statement about 12 days after the close of each calendar month. We also schedule personalized, monthly meetings with your team and a Chartwells director to ensure our numbers align with your expectations and all your questions are answered.

#### Our monthly operating statements include:

- · Meal counts for breakfast, lunch, adult, a la carte, free, reduced and paid.
- · Monthly and year-to-date figures.
- · Income by category.
- A comprehensive breakdown of net product costs, inclusive of the USDA foods value.
- Rebate information.
- · Reimbursement calculations.
- Labor figures, broken into hourly and supervisory, with allocations for holiday, vacation, workers' compensation, bonus, retirement and payroll taxes.
- Miscellaneous expenses for promotions, postage, communication, maintenance and repair, insurance, training, laundry and other expenses.
- Current month, prior month (great for comparisons) and year-todate revenue information.

In addition to the monthly operating statement, actual budget reports are available upon request.

We provide the most-detailed accounting system in the industry, keeping you informed about exactly where and how your money is being used.



#### **Rebate Transparency**

Chartwells provides a monthly statement and invoice to each client detailing the cost, fees and rebates from the previous month. Our state-of-the-art purchasing software reviews each invoice and associated purchase order to determine if the prices are accurate and reflect the purchasing agreement we have with that particular vendor.

We aggregate the discounted amounts by customer account, and those dollars remain associated with that account in our invoicing system and are shown as a credit on the applicable invoice.

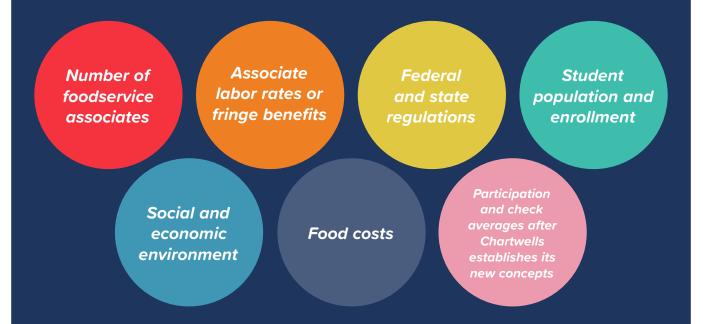
The allowable costs billed to the School Food Authority will be net of all discounts, rebates and other applicable credits accruing to or received by Chartwells under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the SFA.

Chartwells will identify rebates, discounts and allowances on the operating statements and provide the SFA with access to records as required by applicable regulations. Chartwells will pass through all allowances earned on SFA purchases. These allowances include manufacturer item volume allowances, local supplier invoice discounts, distributor allowances, supplier credits and applicable growth incentives.

Chartwells does not charge any rebate management fee or rebate administrative fee, passing 100% of applicable rebates to our clients.

#### **Annual Budget**

Chartwells prepares an annual budget and updates it each fiscal year. The budget evaluates current conditions and anticipates changes for the next 12 months. Factors that can affect the foodservice operation and future financial projections include changes in:





Crispy Vegetable Egg Roll

The budget approval process is designed to be collaborative and ensure everyone understands the projected operating plan for the district. Once prepared by the Chartwells team through our own internal process, it's shared with your representative for approval. When agreed upon, it becomes the benchmark for the Chartwells team to measure performance.

#### **Quarterly Forecasts**

Chartwells managers use quarterly forecasts to evaluate performance against the budget. During each of these accounting periods, managers forecast sales, costs, etc., for the next period and through year-end and compare these amounts to the budget. This procedure helps flag any challenges or opportunities and allows management to make any adjustments that may be needed.

For example, a sudden freeze could cause the price of fresh produce to rise dramatically. Because we monitor the market, we can adjust by changing the menu selection, altering the price structure or running a promotion to change the sales mix.

Although prepared by your on-site manager and area director, the monthly and quarterly forecasts are reviewed by the division president and staff. This process ensures senior management oversight of progress, goals and any unanticipated changes.

#### **Cost Control**

Being mindful of costs is an inherent part of how our managers and staff operate. We practice constant vigilance and attention to detail through Chartwells' policies and procedures. This allows us to meet or exceed client financial projections while delivering a quality program that delights students and families.

# The Systems Behind Your Foodservice Program

Technology and innovation are a key part of today's educational landscape, and your foodservice program should be no exception. We use a variety of proven technology solutions – through partners and our own proprietary systems – to make our back-of-house operations run seamlessly.

#### Our SAP System

We use SAP as our business management architecture. Our well-documented strategic partnership with SAP has been published on numerous occasions, reinforcing our commitment to the product.

We use SAP functionality for all our key business processes:

- HR
- Payroll
- Materials Management
- $\cdot\,$  Sales and Distribution
- General Ledger
- Financial Reporting and Planning
- Accounts Receivable
- Accounts Payable
- Fixed Assets
- · Controlling
- Asset Protection
- Profitability Analysis (COPA)
- Profit Center Accounting

#### Our Owner's Management Suite

Available anywhere, anytime, our customized, interactive Owner's Management Suite provides our on-site team with real-time, webbased access to all our proprietary accounting and reporting systems. This custom technology provides our on-site and regional teams the ability to facilitate informed, fact-based decision-making.

Enterprise-level solutions simplify accounting and reporting tasks, which frees our on-site teams to spend more time doing what they love – engaging with students and associates. Areas of focus are:

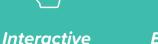
- People management
- $\cdot \,$  Ordering and new menu management
- Communication
- Financial management and reporting
- Audit and Internal Control Review

### Our systems are ...



Simple





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Efficient

Transparent

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#### Reporting

To keep you up to date on the finances for your operations, we provide a number of reports through the Owner's Management Suite:

#### Accounts Receivable/Cash

- Bank Reconciliation
- Prepaid Activity
- Weekly Sales
- Edit Check
- Participation
- Reimbursement
- Invoice Report
- Invoice Details

#### **Expense Transfers**

Transfer Summary

#### Inventory

- Count Sheet
- Ending Inventory Combo
- Ending Inventory Summary
- Ending Inventory Detail

#### **Accounts Payable**

- Weekly Accounts Payable Summary
- Weekly GL Summary
- Daily Purchase 1859



#### **Financials**

- Profit and Loss
- Cost of Goods
- Flash Entry Review
- Period Flash Variance
- GL Account
- K-12 Period P&L
- K-12 Weekly P&L
- WOR
- K-12 Client Position
- Sales and Meal Counts
- Check Averages
- Cost-Per-Meal Data

All financial reports offer the option of drilling down for details behind the GL account balances.

# **Accounting Forms**

Our inventory and purchasing records keep full account of all on-site financial activities.

#### **Statistical Data Sheet**

All sales information is recorded directly on the Statistical Data Sheet. This form is also used to record the number of meals served, amount of sales, any client costs and operating days.

#### **Production Records**

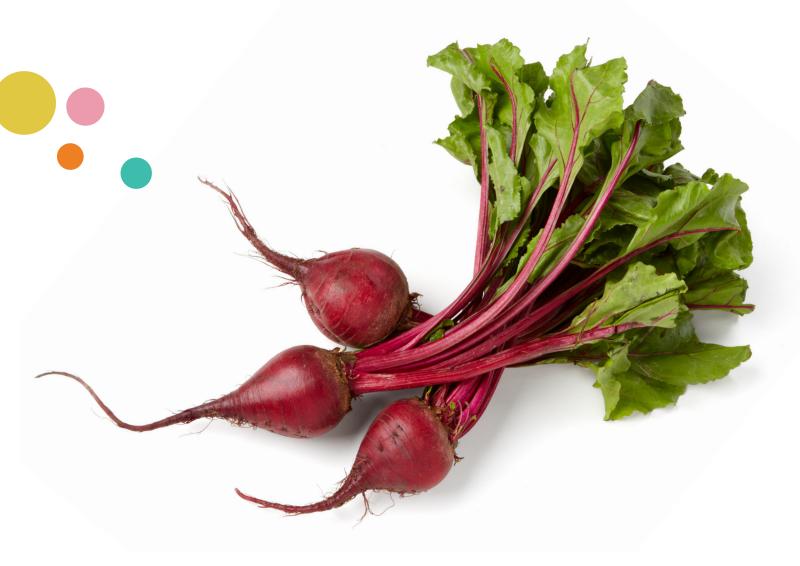
It's critical to track past production of food items and forecast future production. Chartwells' production records meet USDA requirements.

#### Monthly Inventory

Your on-site manager will take inventory monthly for a true picture of food costs.

#### Menu Costing

Our managers must cost out each month's menu to ensure it fits within the parameters of its respective district. These menus are designed to maximize the use of USDA foods to keep costs low.



# **Operational Controls, Methods, Procedures and Systems**

#### **Quality Standards Audit**

We conduct a semiannual Quality Standards Audit to ensure we are meeting our operational standards. The regional vice president, area director, regional market director and regional executive chef have the authority to perform a Quality Standards Audit.

#### **Internal Control Review**

The Internal Control Review is a series of questions used by Chartwells to flag areas of potential risk that would require a more in-depth audit. The regional controller, operations controller or an area director conducts an ICR at least once a year. An ICR ensures the following are accurately maintained:

#### Inventory

#### Accounts payable

Safe verification and reconciliation

Cash register worksheets

Cash and sales reporting

#### **Bank deposits**

Payroll record and procedures



ND SYSTEM

# Cash Collections and Deposits

Chartwells has strict cash-handling processes and procedures in place. Our associates are accountable for all meals verified by the on-site dining director. Our computerized systems report all required information, including meals, sales, expenses and commodity value used. Chartwells' bills are based on actual expenses with original invoices and payroll registers for verification.

The dining director is responsible for the accumulation, counting and safeguarding of all daily cash collections. It is also the director's responsibility to conduct surprise cashier counts. Policies include:

- All cash must be kept in a locked safe and balanced daily. The manager is responsible for the safe's combination.
- A cash register reading must be taken by a manager at the close of each shift. When this is done, the cashier must count and balance the cash to the register reading.
- All cash receipts from the cafeteria and all miscellaneous sales must be deposited intact daily. All operations are required to utilize an armored car pickup service for bank deposits or make deposits directly at the bank each day.

We have a cash-handling procedure declaration that is signed by all cashhandling associates annually. Chartwells requires all salaried personnel to sign an owner's commitment that states their financial responsibilities.

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OPERATIONAL CONTROLS, METHODS, PROCEDURES AND SYSTEMS

# **5. Industry Expertise**

(g) Provide a detailed marketing plan for the Nutrition Services program.

(h) The FSMC must demonstrate in this section that it understands the depth and breadth of Lyon County School District's Nutrition Services program and that it can successfully manage the food service program and grow the program.





#### **Nutrition Education**

Our nutrition education programs are built on the belief that food should be an adventure and that kids learn best through experiences. Our team of chefs and registered dietitians design groundbreaking, inspirational educational experiences that energize the cafe, the classroom, afterschool and summer programs, school gardens and community events.

We promote healthy foods like fruits, vegetables and whole grains through digital and print signage, as well as tasting events in the cafeteria. Students are encouraged to try new foods, such as brown rice or overnight oats and participate in fun activities like "guess the grains" or pressing their own corn tortillas. Our approach to nutrition education reflects our conviction that students should experience food as a fun adventure that expands their horizons while building lifelong healthy habits. Scan here to hear more about our approach to nutrition education.





#### **Discovery Kitchen**

Discovery Kitchen, our flagship approach to nutrition education and school meal promotion, is designed to ignite each student's sense of adventure and discovery with engaging cooking demonstrations, tasting events and the menu itself. At the core of the program are exciting monthly themes that connect food, promotions and education.

As our partner, you can expect a tailored Discovery Kitchen experience with events that vary in size and complexity based on your unique needs. You'll receive professionally designed promotional materials and the communication resources you need to get the word out to your school community.

## Nutrition FUN-damentals at Shelbyville Central Schools

Resident Dietitian Diana Griffin and District Chef Mark Buschle surprised two fourth grade classes at Hendricks Elementary with a hands-on nutrition lesson. Students were given a chef hat, place mat, kid-friendly knife and all the ingredients to make a fruit pizza. Ingredients included a pizza base, cream cheese sauce, fresh strawberries, blueberries and kiwi.

Chef Mark taught students how to slice the fruit while the dietitian shared facts like how antioxidants act like a superhero for our body, helping it to fight off germs. Students also learned how they could make a vegetable pizza at home using the same method with vegetables like bell peppers, onions and carrots.

One student said, "My mom told me to try a new food today at lunch. Well, I didn't try it at lunch, but I got to try it while I was cooking like a chef! And I've decided I really like kiwi!"

#### **Mood Boost**

Traditional nutrition education programs often teach how food affects our physical health, but this award-winning program reflects emerging research on how our diet impacts our mental well-being. Mood Boost helps students connect what they eat with how they feel in a fun and engaging way.

#### Boosting Moods at Parkway School District

While Mood Boost was featured in the school cafe, a more in-depth version with culinary demonstrations and activities was offered to all third grade students at Ross Elementary School.

From Buffalo bean dip to pumpkin spice smoothies, Resident Dietitian Kenny Witte and Chef Ryan Biggs brought a new, exciting recipe to class each week and paired it with engaging activities. Whether it was riding a smoothie bike in front of the class to exhibit confidence, participating in a push-up competition to show strength, striking a yoga pose to remain calm, completing a crossword to showcase smart, or staying alert while racing to the finish in a game of Red Light, Green Light, the activities were fun and educational. Students experienced each mood in real time and learned how they can be supported by longterm, regular consumption of moodboosting foods. Weekly winners earned prizes like wristbands, stress balls, pencils and notebooks while everyone received a sticker and recipe card.

#### **Performance Nutrition**



#### **Power Up!**

We recognize many students, even those who aren't part of a formal school athletic team, are interested in how their diet impacts performance. That's why we offer resources that encourage all students to eat healthily and be physically active. Our Power Up: Fueling Performance program has a variety of activities for the whole school. Through this program, students learn fun facts about fueling for performance – whether that's on the field or in the classroom.

#### Sports nutrition EAT TO COMPETE

#### **Sports Nutrition**

If you're looking to go above and beyond to give your high school athletes an edge, we're also proud to offer our premier Sports Nutrition program. Our registered dietitians teach the fundamentals of nutrition and provide tips on how to eat to compete at a series of in-person education sessions for athletic teams and their coaches. Student-athletes learn how to make food choices that promote athletic performance, how to stay fueled up on game day and the value of proper hydration.

Each lesson includes fun, interactive tastings that showcase the entrees, snacks and drinks that are best before, during and after a competition. Athletes learn firsthand how to prepare simple, healthy foods at home with basic ingredients. Some of our Sports Nutrition partners have us prepare special meals to meet the highperformance needs of their student-athletes, and meals are timed to be available before or after practice to keep students fueled and focused.

We've seen great success with Sports Nutrition – surveys and testimonials from coaches and student-athletes reveal positive outcomes like increased energy, endurance, concentration, strength, confidence and overall fitness.



#### Enhancing Athletic Performance at North Reading School District

More than 50 male and 30 female athletes and their coaches from football, soccer, lacrosse, tennis, cheerleading and cross-country teams attended hour-long sessions with Registered Dietitian Laura Bantle at North Reading High School.

Laura shared valuable insights on macronutrient fundamentals, nutrition strategies for before, after and during a workout and hydration tips. She also debunked common misconceptions in high school athletics. During the sessions, students enjoyed a housemade lemonlime sports drink and asked thoughtful questions, such as:

- "What should I eat before an 8 a.m. practice?"
- "What's a good choice at a sub restaurant?"
- "How can I convey to my parents the significance of sports nutrition?"

Coaches received a list of suitable snacks for practice and halftime that were then shared with boosters to ensure all donated foods help optimize each student-athlete's nutritional intake.



Scan here to learn more about Sports Nutrition.

# 10.3%

#### of children under age 18 are living with food insecurity in Nevada.

- Data from Feeding America's Map the Meal Gap study, 2022

#### Edible Arrangements a Hit with Elementary School Food Critics

The Chartwells team at Duval County Public Schools partnered with Edible Arrangements to serve students at 38 elementary schools participating in the Fresh Fruit and Vegetable Program. Each student received a bag of strawberries, cantaloupe, honeydew and their well-known flower-shaped pineapple.

Dietitians Breanna Petrucciani and Claire Jasinski taught fourth and fifth graders at two elementary schools about National Nutrition Month, the importance of eating nutritious foods and trying new foods.

Students tried each of the fruits in their snack bag and completed the Kids Food Critic Activity worksheet, which asked them to rate the visual appeal, smell, taste and texture of each. They also received handouts with tips for creating healthy snacks at home, encouraging them to pair fiber-containing carbohydrates such as fruits and vegetables with a protein-containing food to keep them feeling full and fueled throughout the day.

Students enjoyed it so much that the handouts were made available to all Duval County Public Schools participating in the Fresh Fruit and Vegetable Program so teachers could try these activities with their students during future FFVP sessions.

#### Access to Healthy Meals

School meals provide students with the nourishment they need to grow and succeed. Studies have found that students who eat breakfast at school are healthier and students who choose school lunch consume more highquality, nutritious foods. With approximately 14.7 million children and adolescents facing obesity\* and 12.5% of households with children experiencing food insecurity,\*\* school meals are more essential than ever.

We work with our partners to offer the full spectrum of USDA nutrition programs and ensure every student can easily access these necessary opportunities. As experts on these offerings, we can help your district decide which programs will best serve your school community.

#### National School Breakfast and Lunch Programs

In addition to offering a variety of wholesome menu options each day, our teams will continue to work with you to implement new serving models or programs to ensure all students can participate. Breakfast in the Classroom, Second Chance Breakfast and mobile carts can all help eliminate the obstacles that prevent students from eating breakfast.

#### Afterschool Snacks and At-Risk Afterschool Meals (Supper)

Busy students often need additional nutrition after the school day ends. Students who participate in afterschool meals have a higher consumption of important food groups than those who do not. Offering these meals can also increase interest in the educational and enrichment activities offered by your district.

# Summer Foodservice Program and Seamless Summer Option

Summer feeding programs give families peace of mind, encourage students to participate in summer enrichment activities and ensure they continue to receive the health benefits school meals provide.

#### **Fresh Fruit and Vegetable Program**

Qualifying schools receive additional funding to purchase fresh produce to serve as a snack during the school day. The program offers a winning combination of the exposure, education and support needed to help students develop healthy habits that will last a lifetime.

\*Source: CDC, National Health Statistics Reports, National Health and Nutrition Examination Survey 2017–March 2020

\*\*Source: USDA, Economic Research Service, Household Food Security in the United States in 2021

#### Free and Reduced-Price Meal Applications

Millions of families rely on free and reduced-price school meals each year to meet the nutritional needs of their children and stretch the household food budget, but the application process may be confusing or overwhelming for some families. We want them to understand how easy it is to apply and that their information will remain confidential and only be used to determine meal eligibility. This helps more families access delicious, nutrient-rich meals, and maximizing the number of children who are certified for free or reduced-price meals can bring more federal and state funding to the district. We offer a variety of communication and outreach resources to ensure families understand the meal application process and its benefits.

# Free & Reduced-Price Barbaria Controls Unpaid Meal Charge Basbaria Basbaria

#### **Meal Charge Policies**

Unpaid meal debt and alternate meals can be painful for students and schools. This guide can be a helpful resource as you discuss the development or update of meal charge policies.

#### **Food Allergies**

We provide safe meals to students with food allergies and other medical conditions. We work with school nurses and communicate with families so they know their child's safety is our first priority. Our experts have created a robust plan to ensure your district foodservice team is well-trained and ready to prepare safe meals for all students and modified menus for students who need them. Mandatory annual training for salaried associates includes fundamentals of food allergies, USDA requirements, safe foodservice practices and important details on how to make meal accommodations for students with unique dietary needs.



Source: Food Allergy Research & Education

#### **Food Allergies and FARECheck**

We are proud Chartwells was the first in the child nutrition industry to have our allergen management training courses certified by Food Allergy Research & Education. FARE has reviewed all our food allergy training programs and accredited them with the FARECheck certification.



Partnering with FARE helps ensure our training programs remain aligned with the latest advancements in food allergen management. Through this partnership, our partners have the opportunity to seek FARECheck certification, which can be achieved by having all foodservice associates successfully complete our certified training online through our learning management system. Certification can be achieved anytime throughout the year and lasts a full calendar year. During the 2023-2024 school year, we had 150 partners complete certification.

#### **Dietary Accommodations**

We provide accurate nutrition information for students to make informed choices, and we strictly observe USDA regulations for accommodating children with special dietary needs. Our team will do everything we can to accommodate student requests that may include alternative diets based on cultural or personal preferences, while maintaining compliance with the USDA meal pattern and district policies. All parents and students can use the Nutrislice app to view the nutritional value and major allergens for each of our menu items.

We help students understand the importance of healthy meals and create a variety of engaging educational experiences that bring these lessons to life in a fun way.

#### Ramadan at East Lansing Public Schools

In the past, Ramadan observers have not been able to participate in school meals because regulations require them to be served on-site, during typical meal hours when observers are fasting. In 2024, given the large number of children who observe Ramadan, the Michigan Department of Education applied for a waiver from the USDA to accommodate these students by offering non-congregate meals, outside of typical service times and forgoing offer versus serve.

The East Lansing team designed a program that included a preorder process and training on counting and claiming for non-nutrition staff. We partnered with the director of equity and social justice at the district to communicate that meals were available and how to sign up. Kitchen staff packaged vegetarian meals that contained all five meal components for students to pick up from the main office at the end of the day. The district served 148 meals over 10 days to 30 students who would not have been able to participate otherwise. Chef Jillian Wensel, who spearheaded the program, said, "I will be talking with students at all levels to find out what improvements we can make to better accommodate their needs."

#### Lyon County School District's Wellness Policy

Your wellness policy is a powerful tool to create a healthy food environment, and we welcome the opportunity to participate on wellness committees and in related activities. We encourage all directors of dining services to be active members of these committees. We also pledge to implement all wellness policy requirements, and our registered dietitians can assist with wellness activities.

#### School Wellness Philosophy

#### **James Malloy, Registered Dietitian**

We have a unique opportunity to support your wellness policies and goals by providing continuity of learning in the cafeteria. We help students understand the importance of healthy meals and create a variety of engaging educational experiences that bring these lessons to life in a fun way. Our Discovery Kitchen program offers hands-on nutrition education and culinary demonstrations.

We also seek out grant-funded opportunities to build school meal participation or promote nutrition and physical activity. We work closely with foodservice directors and school wellness representatives to provide grant writing expertise, which resulted in more than **\$840,000** of school wellness support for our Pacific Region last school year.



#### **Nutrition Information**

More students and parents are relying on nutrition and ingredient information to make the best food decisions for themselves and their families.

#### **MenuWorks**

MenuWorks is our propriety electronic menu management system with more than 15,000 delicious recipes that use wholesome ingredients. It provides our chefs, dietitians and directors the ability to:

- Customize ingredients and recipes for each district.
- Identify food allergens and replace those ingredients when needed.
- Nutritionally analyze recipes and menus.
- Quickly assess menus for USDA compliance with reporting for administrative reviews.
- Plan menus that meet your budget.

#### Nutrislice

MenuWorks integrates with Nutrislice, our digital menu solution, to provide up-to-date nutrition information. Each district has its own specific Nutrislice site that is available on the web or through the free smartphone app. The integration of these platforms allows us to provide interactive menus with:

- Photos.
- Detailed descriptions.
- Nutrition education messages.
- Nutrition and allergy information.
- A special allergy filter that allows users to easily identify foods that contain any of the top nine allergens.
- Translation capabilities in more than 40 languages.

We value transparency and proudly provide the information you need through our software solutions MenuWorks and Nutrislice.

# nutrislice



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#### Navigating Regulatory Change: Your Trusted Partner in School Meals

As industry experts in school nutrition, we proactively monitor and stay ahead of policy changes before their implementation date. Our dedicated team is on the forefront of evolving federal, state and local requirements, ensuring we continue to provide safe, high-quality meals. We are your trusted partner in taking proactive action on and navigating:

- School nutrition programs
- Funding opportunities
- Food safety regulations
- Labeling and nutritional standards
- · Sustainable sourcing and compliance
- State-specific food regulations
- Industry challenges and trends
- · Data reporting and accountability
- · Food access and equity

Regardless of regulatory change, we take swift action, collaborating with regulators, manufacturer partners and sourcing teams to stay ahead of compliance and lead the way in school nutrition. Our top priority is delivering meals that meet the highest standards, reinforcing our commitment to excellence and safety in every aspect of our program.





Bringing together functional leaders in nutrition, operations, corporate affairs, legal and communications, our Policy Advisory Group provides expertise on regulatory changes, informing our internal and external partners on an ever-changing industry landscape. This crossfunctional expertise helps Chartwells associates, and our district partners, adapt to these changes as efficiently as possible, ensuring the optimal program for your district.

Depend on us to guide you through successful administrative reviews and procurement audits.

#### **Audit Readiness**

We keep pace with ever-evolving USDA and state regulations and ensure our partners are prepared on audit day and every day. We are the first to seamlessly interpret and implement new guidelines. Every five years, your state's department of education or agriculture assesses each district's foodservice program to ensure:

- Rules and regulations are being followed.
- Students are the recipients of nutritious meals that meet all federal and state requirements.
- School districts are good stewards of the federal and state funds that make school meals possible.

Our administrative review results are achieved through:

- Close attention to the process by our team of registered dietitians and Chartwells management.
- A robust mandatory training program for all associates – available on-site and online.
- Daily attention to detail and menu compliance checks for all meals and programs.
- · Accurate portion sizes.
- Maintaining FDA compliance for packaging and vending labels.
- Complete and thorough production records.

#### **Procurement Audit Training**

Our annual training includes:

- · A review of USDA requirements.
- Protocol and standard operating procedures.
- How to use our central email box for quick escalation of questions.

#### **Audit Response Playbook**

Responding to an audit can be complex and time consuming. Our Audit Response Playbook was written for directors of dining services and area directors to help ease the burden of an audit response. Within the playbook, your DDS and AD will find:

- Standard guidance for audit response.
- An overview of types of audits they may encounter.
- A step-by-step guide for audit responses using a standardized process.
- A central repository of standardized and approved audit responses.
- Resources for gathering needed support and information.
- Instructions for tracking audits in a central location.

#### **Audit Standard Guidance**

Through experience and review, Chartwells considers a few key items as standard guidance for response to any type of audit:

Advanced preparation

- Timely internal communication within the sector
- $\cdot \,$  Open and frequent client communication

#### **Audit Type Overview**

We provide an overview of the two main audit types that Lyon County School District might encounter: Contract Compliance (known as a procurement review with the USDA) and Administrative Review (AR). It is important to understand the key items requested for each audit and the differences between them so the appropriate response process is followed and the right teams are engaged.

#### **Response Process**

Our step-by-step guide uses a detailed and standardized process to respond to each audit type. Within these guides, we also provide helpful tips, a central repository of standardized and approved audit responses and resources for gathering needed support and information.

#### **Contract Compliance**





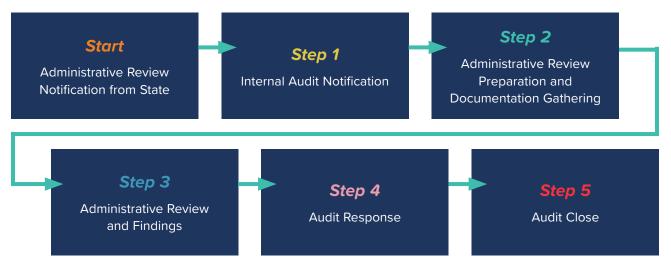
#### **Support Resources**

During many audits, our operators will need to provide you with support and/or documentation for a variety of different items.

- Support Location by Document Type A chart that describes how to locate support for each of the most frequently used documents.
- **Compliance Audit Response Library** A repository of approved responses and answers to some of the more commonly challenged items during an audit.
- **Response Templates** A collection of standardized templates that can be used to compile and communicate audit responses.

#### **Known Variances to Audit Process**

While most contract compliance audits have similarities in requests, we have seen some differences by state in process and information requested. We provide operators with a recap of known variances and the states in which they occur.



#### **Administrative Review**

#### **Audit Tracking**

An important component of a consistent and organized response to all audits is an understanding of upcoming audits, audits in progress and final audit results. We have implemented a new tracking tool that gives us visibility into these audit trends along with a repository of past audits, all in a central location.

SECTION THREE: METHOD OF APPROACH AND IMPLEMENTATION PLAN

Chartwells helped school districts secure more than

**\$13.4 million** in grants for the 2023-2024 school year.

## Grants

Through our grant writing experience and partnership with nonprofits and child nutrition industry stakeholders, we help schools across the country secure millions of dollars in grant funding for a wide range of programs every year.

Whether it's new equipment you need to launch or improve an existing program or funds to purchase effective marketing materials for a new initiative, we look forward to helping you discover what grants will help us bring even more enhancements to your district.

#### Programs covered by the funding have included:

- Afterschool/Weekend Meals
- Farm to School
- School Gardens
- Nutrition and Wellness
- Breakfast
- School Meal Participation
- Summer Meal
- Fruit and Vegetable Promotion

#### **Healthy Meals Incentives**

#### Cadillac, Michigan

Tammy Swihart

In Fall 2023, Cadillac Area Public Schools received the Healthy Meals Incentives grant from the USDA. These funds allowed CAPS to hire Resident Dietitian Tammy Swihart and organize workshops for families that provided nutrition education, cooking demonstrations and tips for healthy meal planning.

The first Lincoln Family Night was held in May 2024. Twenty families watched District Executive Chef Lennah Walsh prepare a vegetable pasta salad while they prepared their own, and Tammy provided information about the health benefits of each ingredient. One mom commented, "This is so quick and easy, perfect for summer picnics and it tastes delicious!"

Families were provided with meal kits containing the ingredients and recipes for two more nutritious meals. The kit also included an ingredient price list using prices from the local Save-a-Lot grocery store and links to three-minute videos demonstrating how to prepare each meal.

Lennah Wal



Scan here to watch one of the demos.



#### Arizona

**Emergency Feeding, Equipment** 

# \$174,429

#### Colorado

**Emergency Feeding, Equipment and Fresh Fruit and Vegetable Promotion** 

# \$646,990

#### Washington

**Emergency Feeding, Equipment and Fresh Fruit and Vegetable Promotion** 

\$192,448

#### Oregon

**Emergency Feeding, Fresh Fruit** and Vegetable Promotion

\$93,995

#### California

**Emergency Feeding, Equipment** 

\$27,500

New Mexico Emergency Feeding, Equipment

\$63,000

#### **No Kid Hungry**

#### New Orleans

Algiers Charter Schools celebrated the 2024 National School Breakfast Week with crossword puzzles, coloring sheets and a special visit from Eddie Longoria, USDA's Southwest nutrition director. and his team. During his visit, Longoria served some breakfasts before sitting down with students to discuss the importance of starting your day off right. Representatives from No Kid Hungry Louisiana were also in attendance to award Algiers Charter Schools with \$2,000 to promote school breakfast. Jacqueline Brown, director of dining services for more than 18 years, plans to use the funds for kitchen supplies and associate uniforms.

#### **Healthy Meals Incentives**

#### Burrillville, Rhode Island

During the 2023-2024 school year, Burrillville Public Schools was awarded a \$140,000 Healthy Meals Incentives grant by the USDA. BPS used these funds to purchase a rotisserie oven, automatic pasta maker and two smoothie bikes.

The bikes were introduced at the high school in February and eventually made an appearance at all five schools. Students were excited to blend smoothies like berry berry kale and blueberry, but they were even more excited to see their teachers and principals participating. All the new equipment was featured at a grand opening event at Burrillville Middle School that also highlighted Chartwells' culinary expertise and local foods.

# **Point-of-Sale Technology**

We currently use Lyon County School District's point-of-sale system, and it meets the needs for the child nutrition program. However, should you need to identify a new point-of-sale system, we're here to help. We have nationwide partnerships with more than 40 POS companies, giving you peace of mind that you're supported by a strategic partner with the knowledge to utilize your current or future system.

We know it can be a daunting task, but you can rest easy knowing you'll have the guidance and recommendations you need to choose the right POS provider through our POS Toolkit.

#### The POS Toolkit includes:

- Information on preferred companies
- Documents to assist you in evaluating software and hardware needs
- Materials to facilitate discussions about guidelines concerning computer compliance
- Guides for different POS purchasing scenarios that should be managed during this process

• A budgeting guide

We offer reliable and ongoing POS support through our Systems and Technology Group. Our STG has expertise in POS systems and evaluating client needs and options. We start by assessing all current POS systems and technology, then work with you to find the best fit.

Beyond the technical infrastructure, we're sensitive to the needs and emotions of students and are careful to remove the stigma of free and reduced meals. Our POS system is set up to mask the type and costs of meals through a series of codes, helping students feel comfortable.

#### System Security

With growing concerns about identity theft and potential impacts on credit records, we take steps to ensure the safety and security of your systems.

- We endorse the Payment Card Industry's Data Security Standard Non-PCI-compliant vendors pose considerable risk to Chartwells and the district so we ensure all Compass Group-approved vendors are PCI-compliant and adhere to this standard.
- We comply with PCI's Payment Application Best Practices These standards are in place to keep our customer payment information secure and protect consumers from credit card loss due to fraud.



#### (i) Provide a detailed implementation plan for this project.

# **Our Dedicated Transition Support Team**

This centralized enablement team of operators and change management leaders is dedicated to facilitating the transition of new business operations. With experience leading K-12 account transitions of all sizes and scopes, our team of experts will serve as a key point of contact for our local teams, functional teams and partners. Operational Excellence helps navigate the change process, lead communication and foster relationships. They support local operators to provide the best possible experience for students, associates, clients and the community.



OUR DEDICATED TRANSITION SUPPORT TEAM

# **Our Transition Process**

Our curated process provides a best-in-class experience and resource support from an expert team committed to facilitating a smooth transition. This support includes:

- A journey map outlining the process.
- Seamless, accountable team handoffs.
- Curated, step-by-step process with a dedicated team leader.
- · Links to customizable assets to support the local team as they create a unique experience.
- A robust management tool to structure and track tasks, people and timelines.
- · Real-time development of any necessary training tools to ensure a successful opening.

This systematic approach ensures teams take the necessary steps to deliver a well-managed transition and opening experience for Lyon County School District, whether it's completed in 60 days, 30 days or less.

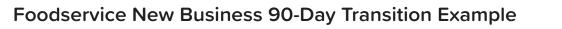


# New Account Opening Playbook

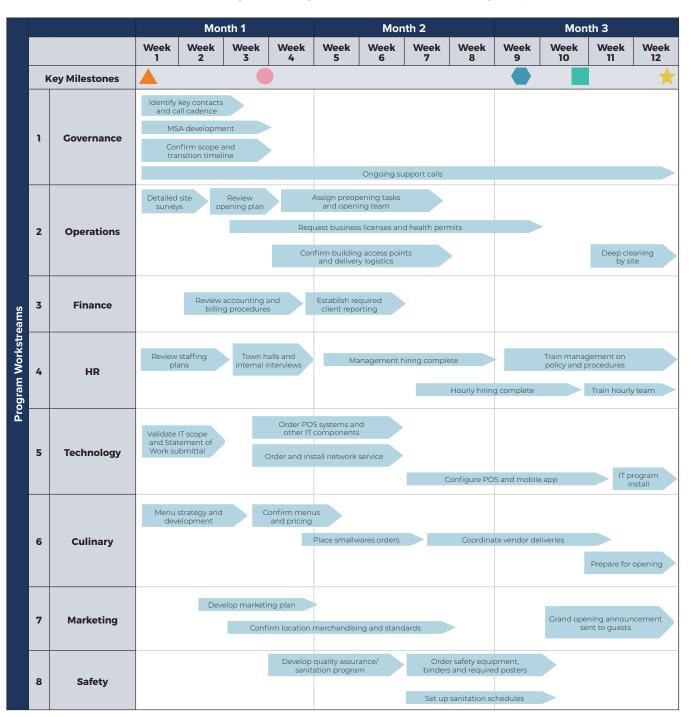
For: Regional Vice President (RVP) Area Directors (ADs) Regional Functional Leads



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🔺 Contract Award 🔎 Master Service Agreement Signature 🔮 T-30 Days 📲 Hiring Complete 🌟 Go-Live





MONITO

ASSESS

Transition Risk

**Mitigation** 

COLUROT

#### **Transition Risk Mitigation**

A sound transition risk mitigation strategy begins with thorough planning. Drawing from decades of experience, we have incorporated our knowledge into our transition toolkit. We take proactive steps to mitigate common risks before the transition starts. We also establish checks and balances through regular updates and reporting to identify potential risks early. If any risks arise, we bring in the right subject matter experts to manage and monitor the situation. Our strategy always includes comprehensive planning and transparent communication back to the Lyon County School District team.

#### Identify

Craft a detailed, personalized transition plan to proactively avoid risk and detect issues early.

#### Monitor

Provide recurring updates and reports to ensure mitigation continues.

#### Assess

Engage relevant subject matter experts and stakeholders to prevent and handle risk effectively.

#### Control

Guarantee there is an action plan in place with clear ownership, deadlines and key performance indicators whenever there is a risk.

Common Risks	itigation Strategy	
Incumbent associate anxiety	We schedule introductions to the team early and offer tailored responses to individual concerns.	
Unclear communication and decision channels	We craft a customized communication governance plan.	
Process change	We design a solid transition plan with dedicated project management resources.	
Lack of executive champion and role clarity	We create a detailed organization chart that clearly outlines everyone's roles and responsibilities.	
Training/Skills standards gap	Chartwells personnel receive comprehensive, on-site training to ensure their effectiveness.	

#### **Transitioning Associates**

Throughout the transition process, we communicate with associates, engage them in the transition and ease any concerns they may have. We know the importance of retaining associates who are caring, committed, possess integrity and value teamwork.

Our commitment to associates starts upon notification of the contract award. Our robust communication and change management plan focuses on keeping associates informed and engaged. We will ensure their questions are answered and they know what to expect as it relates to their workday and benefits.

# Next Steps Locate Steps 0 contact information 1 contact information 2 contact informatin 2 contact in

Paystubs

Our Associates

Outstanding Benefits & Perks

-

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Communications
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Communication	Objective	Medium	Frequency	Participants
Project Status Reports	Provide updates on the process, including an overview of activities, progress, costs and any issues encountered.	Email	Weekly	All
Kickoff Meeting	Introduce the team and provide an overview of the process. Review the objectives and management approach. Start tailoring the plan to suit our specific needs. Confirm key performance indicators for the transition phase.	In person	Once	<ul> <li>Process leader</li> <li>Chartwells operations team</li> <li>Lyon County School District leadership</li> <li>Subject matter experts</li> </ul>
Collaborative Opening Team Meetings	Review status, open items, risks/escalation, risk mitigation plan, etc.	Call	Weekly	<ul> <li>Process leader</li> <li>Chartwells operations team</li> <li>Lyon County School District leadership</li> <li>Subject matter experts</li> </ul>
Workstream Team Meetings	Facilitate working meetings across departments (culinary, purchasing, marketing, etc.) to discuss progress, next steps and decisions made.	Call	As needed	Subject matter experts
Executive Go-Live Meeting	Confirm readiness for the transition, finalize the opening plan and decide on the communication plan for go-live and post go-live phases.	In person	Once	<ul> <li>Process leader</li> <li>Chartwells operations team</li> <li>Lyon County School District leadership</li> <li>Subject matter experts</li> </ul>

## Transition Testimonials

"The positive impact on our employees' morale has made the switch from our former vendor a resounding success, benefiting our staff, district and students alike."

– Jarrett Jachade, Assistant Superintendent of Business Services, Chief Financial Officer, Kerrville ISD

"You always worry about your people. Chartwells came in and showed us we had nothing to worry about."

 David McLain, Director of Schools, Greene County Schools "It's incredible to see a turnover of that size and caliber."

Paige Taddiken, Former Board
 Member, Clay County USD 379

"Chartwells provided a fantastic management team that provided improved training and oversight while, most importantly, effortlessly blending into the York district family."

 Amy Hagner, Assistant Superintendent for Finance, York School District 1

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# Section Four: Offeror's Experience, Expertise and Reliability



# Why Chartwells?

Every day, K–12 students from coast to coast receive more than 2 million meals from Chartwells. We are dedicated to enhancing the well-being of the families and communities we serve, in addition to students, teachers and administrators.

Chartwells is the K-12 industry leader. Our expertise empowers our partners to promote healthy lifestyles and community engagement. We provide stability, innovation and extended resources. As our partner, you will have access to:

- The largest team of chefs and registered dietitians in the industry.
- Experienced, professional K-12 foodservice management.
- Best-in-class associate training and professional development.
- Engaging marketing and promotional programs for all grade levels.

#### **Our Values**

Beyond solutions to the challenges of operating a present-day foodservice program, we offer our partners a commitment to shared values. These are the values we live by, so much so, we've made them the framework for recognizing and rewarding our associates.

> "We are in the business of educating kids, not preparing food. So, it's best to take an expert who knows how to prepare the meals, listens to the desires of the people and provides that service to us exceptionally well at a great profit to the district. It's a winwin situation. That's one of the beauties when you have partners like Chartwells. It's all about the child – it truly is."

 Dr. Lily Matos DeBlieux, Former Superintendent, Pendergast Elementary School District





#### Responsibility

Doing the right thing, even when no one is looking.



#### Learning

We're focused on getting it right, rather than just being right.



#### Resilience

Everything is hard before it gets easy, so we stay the course.



#### Connection

Leaving people better than we found them.



#### Fun

Our mission is serious, but fun is part of everything we do.

# Aligning with Lyon County School District Is Our Priority

Over the course of our partnership, we have demonstrated our ability to consistently deliver results while addressing your unique needs and expectations with creative, innovative solutions.

The local, on-site team engages regularly with our regional and national network of professional chefs, dietitians and marketing directors to ensure we're all aligned to support your mission, goals, initiatives and operational requirements.

By providing every student a place to connect with their peers and fuel up for the day ahead, we continue to build on the foundation we've established for a strong, engaged community. Each day the students of Lyon County School District gather to enjoy great-tasting, nutritious meals. Our associates are focused on quality, variety and service to create a space where students want to eat.

#### Serving Up Happy & Healthy

Food is an essential part of everyone's well-being. Chartwells helps students make the connection that what they eat can impact how they feel and perform. We believe students deserve a space where they can eat, relax and have fun. At Lyon County School District we will continue to:



#### Serve food kids love to eat.

From authentic global cuisine to fresh-from-the-farm produce, our tasting events give kids the opportunity to try something new and provide feedback. By consistently listening and acting on the insights we gather, we ensure we're serving food they want to eat.



#### Provide experiences that encourage fun and discovery.

We believe food should be a discovery – an adventure – and kids learn more when they're experiencing something versus simply taking in information. When they associate the cafeteria with fun, they participate more. It's a win-win for students and the foodservice fund. Empower our associates to create fun and welcoming environments.

We've built a culture where associates are empowered to bring their own personality to the cafeteria and share fresh, creative ideas. We make training and teamwork a priority, so our associates have the tools they need to create the dining experience your students deserve. SECTION FOUR: OFFEROR'S EXPERIENCE, EXPERTISE AND RELIABILITY

With more than

### 700 school district partnerships,

we have the experience and resources to create a custom program specifically designed with your students, goals and school community in mind. We're community-minded in everything we do and take our civic responsibility very seriously. This means engaging in community outreach and actively developing relationships with the local organizations that support the community.

### **Our Resources Are Your Resources**

Backed by our parent company, Compass Group, we have the stability, resources and innovation to bring your vision to life. We are experts in aligning with your mission, customizing solutions specifically for Lyon County School District. Compass Group also has deep experience in a variety of foodservice sectors.\*



Colleges and universities



Restaurants



Hospitals

Sporting

venues



Government facilities

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Corporate cafeterias



Direct

benefits of

these vast resources

include cafeteria design

concepts, innovation,

technology, shared culinary resources and career development opportunities for

associates.

Museums and performing arts centers

\*Chartwells does not provide dining foodservices within any correctional facilities, nor does any other Compass Group operating company in the United States.

### Our Experience with Lyon County School District

Five years of partnership with Lyon County School District

30 collective years of foodservice experience of Lyon County School District's on-site staff

20 years of doing business in Nevada

Five school districts in your region

Our sustainable management foundation ensures the foodservice operations at Lyon County School District are strong, efficient and effective. We are honored to have served your students since 2020. We do not take for granted our past relationship but rather make a commitment to Lyon County School District every day we have the honor to serve you. We are proud of our collaborative successes and the environment of mutual trust and integrity we have created. That is a true partnership – one we are proud to be a part of with Lyon County School District and the community we serve.

As part of the fabric of Lyon County School District's community, we understand the impact we have extends beyond providing meals. We help students grow, while encouraging a healthy lifestyle and fostering a sense of happiness in the cafeteria and in the community. HAMAR

TOTAL

8

### Even More Important Than Our Years of Experience Is What Our Partners Have to Say

"We started this journey a half a million dollars in the hole, and this last year we're just shy of a million dollars in the black. Chartwells has more than met our expectations. The profits they've brought to the table have helped us put that back into our cafes and our kitchen and our personnel and, ultimately, our students."

- Dr. James Duffy, Ed.D. Chief Operating Officer, Westminster Public Schools

"We are pleased that we decided to use Chartwells as our foodservice provider. Foodservice staff members have received more training and management support, which has provided positive results for our students and staff."

 Ken Love, Chief Financial Officer, Clover School District

"We're all trying to be responsible with the funds entrusted to our districts, but when the food you serve your students is on the line, the least expensive option, isn't necessarily the best. The value Chartwells brings to our students is worth every penny."

> – David McLain, Director of Schools Greene County Schools

"To be honest with you, when I came here, I didn't realize they were a separate company. It doesn't feel like that. They're part of the Da Vinci family."

 Vicente Bravo, Chief Administrative Officer/ Assistant Superintendent, Da Vinci Schools

"It makes me so very proud that Chartwells really integrates and aligns to our own mission, vision and goals, and I'm just so proud of the work that they do and how much care and love they put into everything."

Dr. Lupita Hightower,
 Former Superintendent, Tolleson
 Elementary School District

"Chartwells has made vast improvements to our foodservice programs. We have not only seen our foodservice program provide better quality meals coupled with better service, but financially the program has improved so much that the district no longer has to subsidize the program."

Shane L. Switzer, Chief Financial Officer, Biloxi Public School District

### References

We encourage you to call or visit the school districts below. Although you are already familiar with Chartwells and our programs, we would like to take this opportunity to have some of our partners share their experiences with you.

(a) At least three (3) verifiable professional references must be provided regarding services provided by the Offeror similar to those required under this Solicitation. We've been managing school foodservice for nearly 30 years and are proud to have some of the longestrunning partnerships in the industry.

1. School District/Public Entity	Carson City School District
Address	1402 West King St. Carson City, NV 89703
Point of Contact Name and Phone #	AJ Feuling, 775-283-2000
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.
2. School District/Public Entity	Humboldt County School District
Address	310 E. Fourth St. Winnemucca, NV 89445
Point of Contact Name and Phone #	David Jensen, 775-623-8218
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.
3. School District/Public Entity	Churchill County School District
Address	690 S. Maine St. Fallon, NV 89406
Point of Contact Name and Phone #	Derild Parsons, 775-423-5184
Description of Services	Chartwells K12 provides breakfast, lunch, summer and snack programs, as well as catering and a la carte.



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### **Offeror's Organization Chart**

### Your Regional Support Team

In a time when many companies are cutting regional and corporate resources, we continue to invest in them. This strengthens what we provide to our students, clients and associates. The people listed in the chart below are the reason we will deliver on our commitments to Lyon County School District. There's no question we have the infrastructure in place to ensure success.

Your regional leaders support the district team, providing essential services, such as:

Transition planning and execution

Staffing, onboarding and

- $\cdot$  New program development
- Emergency response
- USDA regulation compliance
- Ongoing recruiting
- Supply chain management
- Marketing and communications
- Grant opportunities
- Audit readiness

Menu innovation

training

### **Pacific Region Organizational Chart**





		Operations Supp			
<b>Brent Hoover</b> Division Finance Director	Susan Dalisaymo Regional Controller	<b>Robert Fredericks</b> Regional Executive Chef	<b>James Malloy</b> Regional Dietitian	Kirsten Subach Field Marketing Director	
Nicole Butler Field Marketing Director	Monica Woodworth Growth & Retention Manager	Michelle Winn Human Resources	Tyler Stull Legal	Jonathan Squibb Communications	
Kris Strohmyer Recruiter	Erik Larson Training & Development	Jeff Marc VP of Client Relations	Client Relations Director	Elise Mealor Purchasing Manager	
Amanda King Workplace Safety	Wes Babcock QA Food Safety	Karen Gray Regional VP Sales	<b>Ryan Robinette</b> Regional Sales AZ, CO, NM, UT	<b>Julie Veal</b> Regional Sales CA, ID, NV, OR, WA	
Betsy Myers Associate Sales					

Associate Sales Director





(b) Provide a detailed description of all FSMC management positions being proposed along with resumes of all FSMC management staff.

### **3. Empowered Associates**

A happy cafeteria for your students starts with a happy workplace for associates. Everything we do is intended to empower associates so they can best serve your students and create an environment that exudes positivity every day.

### Meet the Team

Your local team – led by Operations Manager Brooke Tompkins and Director of Dining Services Erica Wyrick – is the cornerstone of your program. The team will continue to bring exciting, cutting-edge experiences to your schools and provide the support necessary to deliver a best-in-class program. We will continue to demonstrate why we are the first choice for quality, service, value and innovation.

Other companies may promise satisfaction with the on-site staff, but only Chartwells has the quantity and quality of resources to ensure the continued success of our managers. The most important decision you can make is to select the right company. Chartwells understands and embraces the fact a great team is necessary to bring you a quality foodservice program. "Thank you so much for sending us a rock star. She has stepped into LCSD with such power and energy that you can't help but want to be on her team. You have set the bar high."

 Tim Logan, Superintendent at Lyon County School District about Director of Dining Services Akiko Miyagi

### **Erica Wyrick, Director of Dining Services**

Erica will be the key on-site person in your district. As an active member of your community and administrative team, Erica will continue to balance the needs of students, administrators and associates to ensure exceptional service and satisfaction. Erica will continue to focus on these key areas:

Customer satisfaction

Financial execution Merchandising and food presentation Management relations and leadership skills

Employee development

### **Director of Dining Services**

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### Erica Wyrick

Director of Dining Services



### **Professional Summary**

A dedicated and highly experienced senior foodservice director with over 10 years in the K-12 school industry. Proven track record of managing and directing dining services, ensuring compliance with nutritional guidelines and regulations, enhancing the quality of meal programs, and fostering a positive dining environment for students and staff. Adept in strategic planning, budget management, team leadership and implementing innovative solutions to improve foodservice operations.

### **Core Competencies**

- Strategic Planning and Operational Oversight
- Multisite Foodservice Leadership
- Budget and P&L Management (over \$5 million)
- · Cross-Functional Team Leadership
- Culinary Program Development
- Vendor and Supply Chain Optimization
- · Compliance and Risk Mitigation (HACCP, OSHA, FDA)
- Data-Driven Decision Making
- Customer Experience Transformation
- Event and Catering Program Management

### Experience

### Three Rivers School District, February 2018-Present

### Senior Foodservices Director

- Oversee all aspects of dining services for a district encompassing eight schools, serving over 4,000 students daily
- Develop and implement comprehensive meal programs that meet federal and state nutritional standards while catering to diverse dietary needs
- Lead a team of 30 foodservice professionals, providing training, support and performance evaluations
- Manage annual budgets of up to \$5.3 million, ensuring cost-effective operations without compromising quality
- Collaborate with school administrators, parents and community stakeholders to address and resolve foodservice-related issues and enhance program satisfaction
- Implement and oversee food safety protocols and compliance with health regulations, resulting in consistently high inspection scores
- Introduce innovative menu options and nutrition education programs to promote healthy eating habits
   among students

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Key Achievements:

- Increased operational revenue by 12% through strategic pricing, enhanced service models and new catering offerings
- Led a comprehensive dining program redesign, achieving a 40% improvement in client satisfaction scores
- Reduced labor costs by 15% through workforce optimization and innovative scheduling models

### Mason Culinary Services, October 2014-February 2018

#### Foodservices Manager

- Directed daily operations of foodservice programs for four K-12 schools, improving meal quality and service efficiency
- · Coordinated with vendors and suppliers to ensure timely delivery of quality ingredients and supplies
- Supervised and trained a staff of 10 employees, fostering a collaborative and productive work environment.
- Developed and maintained accurate records of inventory, budgets and meal counts, ensuring financial accountability
- Implemented student feedback systems to continually improve meal offerings and dining experiences

Key Achievements:

- Delivered a \$550,000 increase in annual revenue by launching innovative culinary programs and partnerships
- Integrated new dining facilities during mergers, ensuring seamless transitions and alignment with brand standards

### Education

· Bachelor of Science in hospitality management

### Certifications

- ServSafe Food Protection Manager Certification
- · Certified School Nutrition Specialist (SNS)

### **Professional Affiliations**

- School Nutrition Association (SNA)
- · National Association of College & University Food Services (NACUFS)

### Assistant Director of Dining ServicesCONFIDENTIAL

### Dorne Cullen



Assistant Director of Dining Services

### Summary

Seasoned K-12 manager and assistant director with strong organizational skills, work ethic and a positive attitude. I recently gained additional valuable knowledge and experience while covering for the director of dining services.

### Experience

### Chartwells K12, Lyon County School District, March 2021-Present

### Assistant Director of Dining Services, May 2022-Present

- Work with the district chef and management to create nutritious, quality meals for 18 schools, serving approximately 9,000 meals daily
- Manage talent acquisition
- · Assist employees with HR and payroll questions and concerns
- Coordinate delivery and services with multiple vendors, including the Nevada Department of Agriculture, food vendors, HVAC, equipment repair and kitchen supplies
- Utilize various computer programs including Microsoft Office, Google Workspace and Compass OMS applications
- · Assist other counties with catering events

### Area Kitchen Manager, March 2021-May 2022

- Trained and supervised personnel in preparing and serving food, recordkeeping and cashiering duties
- · Determined employee work assignments and schedules.
- · Maintained necessary inventories and ordered products from multiple vendors
- Ensured USDA meal patterns were understood and followed
- Adhered to HACCP guidelines and maintained kitchens in a manner that produced 100% Health Department scores

### Lyon County School District, December 2013-March 2021

### Area Kitchen Manager, July 2019-February 2021

• Same duties as above

#### Foodservice Kitchen Lead, December 2013-July 2019

- · Planned food preparation to meet serving times and ensure best food quality
- Trained foodservice assistants
- · Tracked inventory and communicated needs to management

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### Grand Sierra Resort (formerly Reno Hilton)

### Various Roles Throughout 20-Plus-Year Tenure (Buffet Manager, Catering Manager, Banquet Manager)

- Worked with a wide variety of guests planning catering for wedding receptions, holiday parties, social events, small business meetings and large conventions
- $\cdot\;$  Designed menu packages in line with guests' tastes and budgets
- Executed off-site social events that included receptions at the governor's mansion, outdoor weddings and fundraisers
- $\cdot\,$  Prepared invoices, collected payments and forecasted revenues
- · Reviewed profit-and-loss statements and kept banquet expenses within budget
- · Scheduled banquet staff of 80 full- and part-time employees
- Supervised foodservice for catered functions

### Education

Truckee Meadows Community College

Associate of Applied Science in business

### **Pacific Region Team Bios**



### **Paul Kendall • Division Vice President**

Paul is a results-driven senior leader with a remarkable career spanning decades in the foodservice industry. His dedication to Compass Group started at Eurest and Morrison Community Living before he joined the Chartwells K12 team. With a strong focus on revenue achievements and operational excellence, Paul has consistently delivered outstanding results for our partners, Compass Group and the teams he leads.

Paul began his journey as an award-winning executive chef in fine dining. His impressive career has included roles such as district manager, regional director of operations, regional vice president and now division vice president for the West. Paul has consistently surpassed milestones and set new standards in client retention, team development and new account acquisition.

Paul's career showcases his dedication to fostering strong relationships with his teams and our district partners. His leadership style ignites success in high-performing teams and delivers outstanding results in operational efficiency, financial management, performance optimization and client satisfaction. Paul's strategic leadership and expertise are second to none, making him an industry standout and a valuable partner for the districts we serve.

### Paul Tapia • Regional Vice President



Paul joined Chartwells in April 2022 and has 25 years of experience in the hospitality industry. As leader of the Pacific Region, he oversees districts in Washington, Oregon, California, Idaho, Arizona, Nevada, New Mexico and Colorado. Paul works with area directors, directors of dining services and administrators to develop and maintain strategic partnerships. He provides assistance in operational efficiency, financial management and associate development. Paul builds strong relationships with our district partners and regional support to ensure on-site teams have the support they need.

Paul attended Kendall College in Chicago to obtain his culinary arts education. With a culinary background, Paul places a high priority on food and is deeply committed to the students and school communities we serve. He is focused on the growth and development of team members and client partnerships.



#### **Brooke Tompkins • Operations Manager**

Brooke served as Chartwells' director of dining services for Martinez Unified School District from 2021-2024 and Clayton Valley Charter High for the four years prior, earning the Platinum Account of the Year Award in 2019. She was promoted to operations manager in November 2024, overseeing seven school districts across Nevada and northern California. In her seven years with Chartwells K12, Brooke has developed workability programs with SPED teachers, partnered with culinary arts departments to enhance students' culinary education, developed K-12-compliant drive-thru menus to serve the community during the COVID-19 pandemic, overseen additional districts in times of need, and supported her teams with enthusiasm.

Brooke consistently works to improve the quality of student meals by training staff in both kitchen and service etiquette. While her focus is on the student experience, she also excels at achieving financial, district and staff development goals. In her second year with Martinez, she netted the district \$750,000 to reinvest in their nutrition program. The district has been able to increase wages and hours and buy new equipment. She has been an asset in bridging the separation of on-site dining teams, district administration, and Chartwells' regional and national resources.

Brooke lives in Novato, California, with her mom and sister. They enjoy having moved from three homes in Georgia to living in one together in California. They all thrive on the sense of belonging, community and familial bonds.

### **Brent Hoover • Division Finance Director**

Before taking on his new role as regional financial analyst, Brent served as an area director. Prior to rejoining the Chartwells family, he was chief operations officer with the Amarillo Independent School District from 2015 to 2018. From 2006 to 2015, he was a resident district manager with Chartwells for AISD.

As RDM, Brent achieved the only Texas Center for Excellence account status with Compass Group and acquired CFE status for four AISD schools. Brent also earned Regional Account of the Year and National Account of the Year in 2014.

While he was RDM for AISD, he improved the fund balance from \$1.3 million to \$7 million while investing \$4 million in capital improvements. He also increased top-line revenue from \$10 million to more than \$18 million in eight years by implementing Breakfast in the Classroom. Brent was well respected by the administration at AISD, which led to his promotion to the district's COO.



### Susan Dalisaymo • Regional Controller

Susan provides financial support and guidance for our teams in the Pacific Region. She ensures the accuracy of reporting, trains directors of dining services and area directors how to best utilize our financial systems, and analyzes results to identify and solve problems. Susan oversees weekly and monthly management reporting, annual budgets, and monthly and quarterly forecasts.





Robert has a passion for creating healthy, delicious meals that students love. He elevates the overall experience through innovation, making the cafeteria the happiest place in school. Beyond menu and recipe development, Robert supports our partner districts by mentoring and training associates while helping your local team control food costs.

Robert has 22 years of experience in foodservice and almost five in K-12. He worked in university dining programs for 10 years, supporting prestigious partners like Wesleyan and St. Edward's University. He's a member of the American Culinary Federation, a certified Six Sigma Green Belt and has a bachelor's degree in business administration from Adelphi University.

### James Malloy • Regional Dietitian

James is an RDN, ServSafe manager and a certified exercise physiologist with a master's degree from Fontbonne University. Coming from an operations background, James delivers strategic, powerful solutions to serve up happy and healthy at our partner schools. He believes all students should leave the cafeteria better than they entered. Offering a healthy, diverse menu in tandem with engaging wellness programs, such as Discovery Kitchen, is one way he ensures our positive impact. James enjoys collaborating with each school's foodservice team to best meet the unique needs of their students and school community.

### Kirsten Subach • Regional Field Marketing Director

Kirsten has led field marketing initiatives in the hospitality industry for more than 25 years. Her extensive experience spans numerous successful restaurant brands, where she consistently made significant contributions across all sectors.

At Chartwells, Kirsten plays a pivotal role in empowering our on-site teams. She's dedicated to gathering actionable feedback, fostering welcoming cafeteria environments and embodying the essence of hospitality. Kirsten thrives as a creative thinker, and she is adept at crafting marketing solutions that drive participation and engagement.

Kirsten's passion for foodservice was ignited at the age of 16 with her first restaurant job. This early experience propelled her toward academic pursuits, culminating in a Bachelor of Science in hospitality management with a minor in business from the University of Kentucky.



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SECTION FOUR: OFFEROR'S EXPERIENCE, EXPERTISE AND RELIABILITY



### **Sphere of Support**

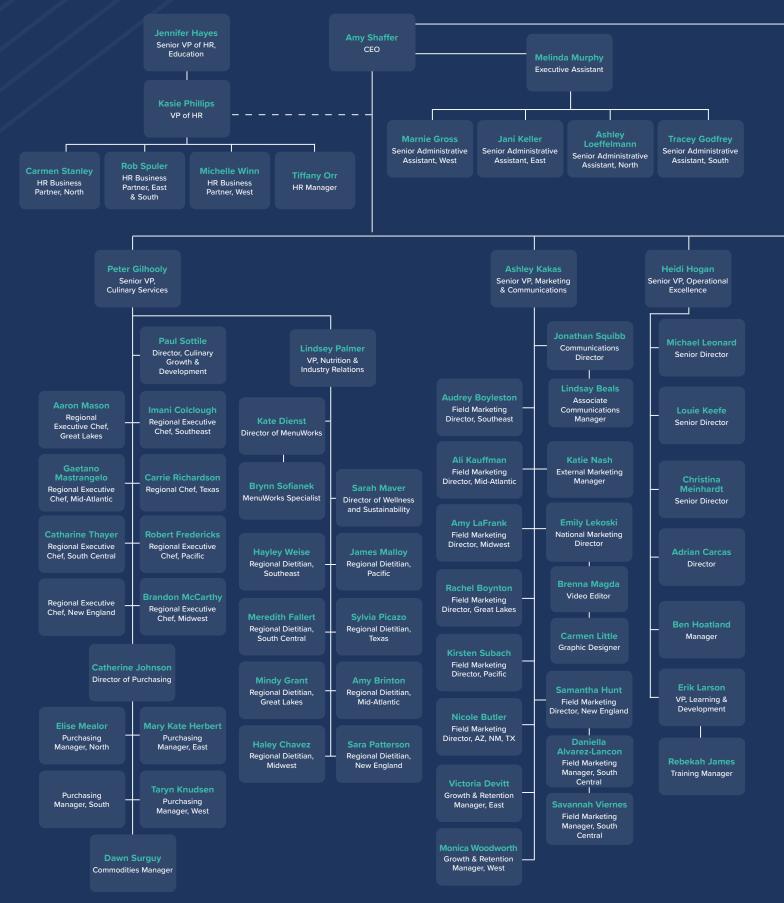
Your regional support is crucial in the management of your district because it allows your team to focus on Lyon County School District, managing your programs and making them the best they can be. The following are value-added features that our local and regional support teams provide:

- · Knowledge and understanding of what makes your community unique.
- Support with media requests proactively and reactively to drive positive publicity for the program and district.
- · Support and training for state agency administrative reviews for exceptional results.
- Active involvement in the community to understand what drives the economy and to contribute by buying local and farm-fresh food.

### **Local Support Network**

Chartwells is distinctly equipped to serve all Lyon County School District's needs at any given time. We understand that on occasion additional resources may be necessary. With our on-site director and local management team, Chartwells' proximity to your district makes it easy to respond to special requests, answer last-minute calls or respond to any emergency. With a number of school districts in your area, we are able to leverage our resources to best serve you.

### **Chartwells Corporate Organization Chart**



SECTION FOUR: OFFEROR'S EXPERIENCE, EXPERTISE AND RELIABILITY





### Meet Our Leadership Team

Our think-tank group of industry-leading subject matter experts offers our partners solutions to the most challenging business issues. Your local Chartwells team will consult with them on a frequent basis to ensure operational excellence.

The Chartwells leadership team will bring value and impact by providing expert support and consultation across a wide range of subjects, including:

- Culinary innovation
- USDA compliance
- Health and wellness programs
- Support for student-focused learning and engagement programs
- · Operational efficiency and organization
- Marketing, advertising and communications leadership
- Mission, values and goal alignment with your district and community
- Sustainability solutions and planning
- Technology consultation and execution

Chartwells' senior leadership team will support our associates at Lyon County School District by celebrating and encouraging the strength, passion and management skills of our teams. They are committed to empowering the local team to create positive, fun and happy environments while serving healthy food that makes a difference in your students' lives every day.

### Amy Shaffer • Chief Executive Officer

Amy was appointed chief executive officer of Chartwells K12 in December 2022. With over 20 years of supply chain experience primarily in the foodservice industry, Amy's background provides her with a unique perspective. By seeing through an operator's lens, Amy advocates for innovative business solutions and new technologies that simplify day-to-day responsibilities for Chartwells' 16,000 associates. Amy focuses on enabling teams to create happier and healthier cafeterias in communities across the country and expanding Chartwells' impact to more students and schools.

Prior to leading Chartwells K12, Amy served in a variety of roles with Foodbuy, having first joined Compass Group in 2011. Most recently as senior vice president, supply chain, she focused on solving resource and inflation challenges while overseeing the management and execution of Compass Group purchasing strategies throughout the entire business.

Amy earned a Bachelor of Science in engineering from Vanderbilt University and an MBA from Babson College. She resides in Charlotte, North Carolina, with her husband and three school-age daughters.

### **Peter Weber • Chief Financial Officer**

As chief financial officer for Chartwells, Peter has strengthened financial operations to further our mission of serving up happy and healthy. A compassionate leader with a strong record of building and sustaining successful teams, Peter oversees strategic financial planning, budgeting, performance analysis, contractual review and safety.





### Heidi Hogan • Senior Vice President of Operational Excellence

Heidi has more than 30 years of operations, marketing, product and culinary development experience. Partners benefit from her ability to see change as a constant as well as her expertise in developing strategies that transform and create new value in dynamic, competitive and fast-paced environments. She has led sector, functional and cross-functional teams to drive growth and profitability. Heidi brings a growth mindset to drive innovative solutions for people, processes and program development.

### Peter Gilhooly • Senior Vice President of Culinary Services

Chef Peter is leading the charge to reimagine the in-school dining experience and introduce more great-tasting, restaurant-inspired and nutritious foods in schools across the country. With more than 30 years of culinary and operations experience, Chef Peter develops the menu strategy and culinary philosophy for Chartwells and leads a dynamic team of highly creative executive chefs who cook and serve more than 2 million meals a day.





### Lindsey Palmer • Vice President of Nutrition and Industry Relations

Lindsey brings a wealth of experience in child nutrition, operations and policy, which, combined with her passion for feeding kids, is a tremendous asset to our teams. Lindsey comes to us from the Office of the State Superintendent of Education, essentially the equivalent of the state agency for the District of Columbia, and spent nearly a decade there overseeing school breakfast and lunch, CACFP, summer meals and other local-level laws.

### Ashley Kakas • Senior Vice President of Marketing and Communications

Ashley joined Compass Group in 2019. She has more than 20 years of marketing and sales experience in foodservice, consumer packaged goods and retail. Ashley drives brand engagement through digital platforms and industry events. She also supports on-site teams with fun and engaging programs that make the cafeteria the happiest place in school. She is an avid believer that students can leave the cafeteria happier and healthier than when they came in and is committed to delivering the best in nutritious, kid-approved food and innovative programs to every student, every day.





### Jeff Marc • Vice President of Client Relations

Jeff Marc is a seasoned professional with extensive experience in international client relations and strategic management. As vice president of client relations, he has consistently built and maintained strong client relationships, driving growth and satisfaction. His expertise in client relations strategies has significantly improved client loyalty and business performance. Jeff's leadership and strategic vision have fostered a collaborative, client-focused culture. His ability to understand and anticipate client needs has enabled him to deliver tailored solutions, making him a trusted advisor and key asset to Chartwells.

### Kasie Phillips • Vice President of Human Resources

Kasie has a passion for ensuring our associates are best positioned to grow their careers and deliver success to our district partners. Her strong focus on coaching, mentoring and building relationships brings a thoughtful and strategic approach to developing our 16,000 associates and creating a can-do culture. Kasie has over 20 years of broad HR experience, including recruiting, compensation, training and development, talent management and strategic planning.





### Erik Larson • Vice President of Learning & Development

Erik joined Chartwells from the Compass Group learning and development team where he served as director of learning innovations. With over 20 years of change management, program management and learning consultation experience, Erik has led, managed and developed training programs focused on systems, products, soft skills, job-related processes and employee development across a variety of industries. Erik is passionate about people and their ability to get better at what they do.



### **Our National Support Team**



Paul Sottile Director of Culinary Growth & Development



Catherine Johnson Director of Purchasing



Emily Lekoski National Marketing Director



Monica Woodworth Growth and Retention Manager, West



Victoria Devitt Growth and Retention Manager, East



Jonathan Squibb Communications Director



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### **Support Visitation Schedule**

We monitor district satisfaction by establishing a formal cadence for communication. An essential component of this process is determining a visitation schedule for our region and division support teams. We'll work with you to identify all key stakeholders who may want to be involved with each visit. For example, your safety and wellness director or district nurse may want to meet with our regional dietitian. This is how we ensure the on-site team is getting consistent, superior support.

Representative	Responsibilities	District Connectivity	Schedule	
<b>Amy Shaffer</b> CEO <b>Paul Kendall</b> Division Vice President	CEO County School District community and that the on-site staff is well		As needed	
Paul's primary objective is to ensure the operation is being managed to optimize results and maximize quality. Paul will support the management team and celebrate employees.		Paul will meet with Lyon County School District contacts to strengthen the partnership by gaining additional insights and understanding any areas of opportunity for the team.	As needed	
<b>Brooke Tompkins</b> Operations Manager	Brooke also works to ensure the operation is being managed to optimize results and maximize quality. She will also oversee audits, support the team and celebrate associates.	Brooke will meet with you to discuss day-to- day operations and gain additional insights into areas of opportunity and points of pride.	As needed but at least once a month	



Representative	Responsibilities	District Connectivity	Schedule			
<b>Kirsten Subach</b> Field Marketing Director	Kirsten will work with the director of dining services to ensure all promotions are well executed, toolkits are utilized and signage is in place.	Kirsten will provide the district communications team with the Chartwells tools needed for proper communication to the community. Kirsten and the director of dining services will coordinate surveys and feedback with district staff and administration.	As needed			
<b>Robert Fredericks</b> Regional Executive Chef	Robert will conduct culinary reviews focused on quality, USDA recipe standards, station configuration and best practices. They will conduct audits and training and assist with any special events, such as Discovery Kitchen.	Robert will meet with the director of dining services and any appropriate client stakeholders to gain insight into your culinary program.	Robert will visit Lyon County School District initially for in-person training and then as needed.			
<b>James Malloy</b> Regional Dietitian	James will meet with the director of dining services and team to provide any additional training or support required. They will ensure USDA compliance and that the account is always audit-ready.	James will meet with the district's CNP liaison to work through any audits.	James will visit Lyon County School District initially for in-person training and then as needed.			
<b>Michelle Winn</b> Division HR Director	Michelle will meet with Chartwells staff to ensure all appropriate training and initiatives are implemented.	Unless there are specific issues requiring a meeting with Lyon County School District, Michelle will meet with Chartwells managers and associates.	As needed			
<b>Brent Hoover</b> Division Controller	Brent will visit the district to ensure all finance systems are in place and conduct any appropriate audits.	Unless there are specific issues, Brent will meet with the Chartwells controller and managers.	As needed			

(c) A proposed daily staffing schedule of food service employees. The staffing schedule will include a daily listing of position by school, the daily hours scheduled to work for each position and the corresponding wage rate for position. Each school-staffing schedule describe the total daily hours and daily cost.

### **Offeror's Staffing Schedule**

### **Team Lyon County School District**

Every team needs great leaders who set goals, motivate people and create a culture where people work hard because they want to do their best. We have a highly qualified on-site management team that does far more than deliver superior results; the team fosters an environment where our associates' passions and capabilities shine. Committed to creating a great experience for students, staff and administrators, we're excited to provide a support structure that will deliver coverage and create an even stronger team that spans every school in the district.

Personn	el First Name	Last Name	School name	Position Title	Pay Rate	Start time	End time	Hours
	Jessica	Turley	1 - FES	Area Manager	\$22.28	6:30AM	3:00PM	8
LCSD	BJ	Foster	1 - FES	District FS Courier				5.5
	Open		1 - FES	COOKI		6:30AM	1:30PM	6.5
	Sharmin	Thompson	1 - FES	FSW	\$13.79	6:30AM	2:00PM	7
	Jasmin	Hamlin	1 - FES	FSW	\$13.00	6:30AM	1:30PM	6.5
	Jorja	Dyer	1-FES	FSW	\$13.00	6:30AM	1:30PM	6.5
	Kimberly	Wooldridge	Fernley	Substitute FSW/Cook	\$14.42			
	Total Hours							40
LCSD	Michelle	Wilson	2 - FIS	District Kitchen Lead				8
LCSD	Adrienne	Searle	2 - FIS	District FSW				3.5
	Catherine	Wold-Miyamoto	2 - FIS	FSW	\$13.00	6:30AM	1:00PM	6
	Amy	Moreno	2 - FIS	FSW	\$13.00	6:30AM	1:00PM	6
	Total Hours				_			23.5
	Katie	Donohue	3 - FHS	Kitchen Lead	\$21.75	5:30AM	2:00PM	8
	Kendel	Worley	3 - FHS	FSW	\$13.79	5:30AM	1:30PM	7.5
	Howard	Shelton	3-FHS	FSW	\$13.00	6:30AM	1:30PM	6.5
	Carolyn	LeBoeuf	3-FHS	FSW/Cashier	\$13.00	9:00AM	1:00PM	4
	Jody	Lancaster	3 - FHS	FSW	\$13.00	6:30AM	1:30PM	6.5
	Zander	Ramirez	3 - FHS	Dishwasher	\$13.00	6:30AM	1:30PM	6.5
	Michele	Hansen	3 - FHS	FSW	\$13.00	6:30AM	1:30PM	6.5
	Grace	Henderson	3 - FHS	FSW - PT	\$13.00	6:45AM	11:45AM	4.5
	Total Hours	Henderson	3-113	F3W-F1	\$13.79	0.45AW	11.45AW	4.5
	Total Hours							50
	Jeanie	Borden	4 - SMS	Area Manager	\$22.28	5:30AM	2:00PM	8
	Kellie	Alphin	4 - SMS	COOKI	\$14.85	5:30AM	1:30PM	7.5
	Maria	Punzalan	4 - SMS	FSW	\$13.00	6:30AM	1:30PM	6.5
	Christopher	Allman	4-SMS	FSW	\$13.39	6:00AM	1:30PM	7
	Brandy	Welch	4 - SMS	FSW	\$13.79	5:30AM	1:30PM	7.5
	Open			FSW PT				4
	Total Hours							40.5
			- 050		<b>.</b>			
1.000	Stacy	Karr	5 - CES	Kitchen Lead	\$16.48	5:30AM	2:00PM	8
LCSD	Gwen	Simpson	5 - CES	District Cashier	<b>\$10.00</b>	0.00414	10.00514	3.5
	Shelly	Mendoza	5 - CES	FSW	\$13.00	6:00AM	12:00PM	6
	Sara	Martin	5 - CES	FSW - PT	\$13.39	8:30AM	1:30pm	5
	Total Hours							22.5
	Ginger	Hawk	6 - EVES	Kitchen Lead	\$16.00	5:30AM	2:00PM	8
	Laura	Bernal	4 - EVES	FSW	\$13.00	6:00AM	1:30PM	7
	Lakodah	McGonigle	6 - EVES	FSW	\$13.00	6:00AM	2:00PM	7.5
	Total Hours	Meeonigie	0-2020	1800	ψ10.00	0.0074101	2.001 101	22.5
	Total Hours							22.5
	Guadalupe	Rojas	7 - SSES/SSMS	Area Manager	\$20.76	5:00AM	1:30PM	8
	<mark>Open</mark>		7 - SSES/SSMS	COOKI		5:00AM	1:30PM	
	Joseph	Terra	7 - SSES/SSMS	FSW	\$13.39	6:00AM	1:30PM	7
	Connie	Grieder	7 - SSES/SSMS	FSW	\$13.39	5:00AM	1:30PM	8
	Silvia	Atrian	7 - SSES/SSMS	FSW	\$14.85	6:00AM	11:00AM	5
	Laurel	Rumsey	7 - SSES/SSMS	FSW	\$13.00	6:00AM	1:00PM	6.5
	Kimberly	Vollmer	7 - SSES/SSMS	FSW	\$13.00	6:00AM	1:30PM	7
LCSD	Melanie	Hudson	7 - SSES/SSMS	District FSW				6
LCSD	Iris	Rogers	7 - SSES/SSMS	District Cashier				3.5
LCSD	Cora	Boyce	7 - SSES/SSMS	District FSW PT				3.5
1.000	Total Hours						L	54.5
	Amanda	Barwic	8 - SSHS	District Kitchen Lead		6:00AM	1:30PM	7
LCSD	Velma	Barwig Easley	8 - SSHS	FSW	\$13.39	6:00AM 6:30AM	2:00PM	7
		Lasiey	8 - SSHS	PT Cashier - OPEN	ψ13.39	0.00/40	2.00110	3.5
	OPEN Total Hours		0-3565	FI Casiliei - OFEN				17.5

	Josh	Greenback	9 - DES	Area Manager	\$21.86	5:30AM	2:00PM	8
	Open		9 - DES	COOKI		6:00AM	1:30PM	7
	Maria	Rojas	9 - DES	FSW	\$18.57	7:00AM	1:30PM	6.5
	Kim	Offer	9 - DES	FSW	\$13.00	6:00AM	1:30PM	7
LCSD	Dodey	Larson	9 - DES	District FS Courier				6.5
	Total Hours							35
LCSD	Lori	Ludden	10 - DIS	District Kitchen Lead				6
LCSD	Susan	Stanton	10 - DIS	District Cashier				3
LCSD	Madeline	Black	10 - DIS	District FSW				3.5
	Total Hours							12.5
		<b>-</b>	11					-
	Cherie	Pedercini	11 - RES	Kitchen Lead	\$16.48	6:00AM	1:30PM	7
	Minnie	Welch	11 - RES	FSW	\$13.39	6:30AM	1:30PM	6.5
LCSD	Barb	Wile	11 - RES	District Cashier				3.5
	<mark>Open</mark>		11-RES	FSW PT				4
	Total Hours							21
	Lilerie	Thomason	42 Sutre	District Kitshan Lood				
LCSD	Hilarie Jessica	Thompson Yanez	12 - Sutro 12 - Sutro	District Kitchen Lead FSW	\$13.00	7:00AM	2:30PM	6 7
								7
	Jessica	James	12 - Sutro	FSW	\$14.64	6:00am	1:30PM	20
	Total Hours							20
LCSD	Heather	Staunton-Williams	13 - DHS	District Kitchen Lead				8
LCOD	Open	Stauficon-williams	13 - DHS	FSW		6:00AM	1:00PM	7
	Gabriela	Ortega	13 - DHS	FSW PT	\$13.79	9:00AM	1:00PM	4
	Total Hours	Onega	13-013	FSWFI	\$13.79	9.00Alvi	1.00PW	4
	Total Hours							19
LCSD	Jill	Stokes	14 - YHS/YIS	District Area Manager				8
	Lindsay	Wells	14 - YHS/YIS	COOK 1	\$14.00	7:30am	2:00pm	6.5
	Martha	Fuentes	14-YHS/YIS	FSW	\$13.00	6:00am	2:00pm	7.5
	Adriana	Arechiga	14-YHS/YIS	FSW	\$13.00	6:00am	2:00pm	7.5
LCSD	Teresa	Reyes	14 - YHS/YIS	District FSW	\$10.00	0.000	2.000111	8
LOOD	Billie (2 days per week)	Tracy	14 - YHS/YIS	FSW PT	\$13.79	6:30am	2:00PM	7
	Ida	Pistili	14 - YHS/YIS	Sub	\$13.39	0.00411	2.001 W	1
	Total Hours	1 15011	14 - 1110/110		ψ10.00			44.5
LCSD	Nancy	Brunetti-Lee	15 - YES	District Kitchen Lead				7.5
	Jill	Taliaferro	15 - YES	FSW	\$14.64	6:00AM	2:00PM	7.5
	Fabiola	Ortiz	15 - YES	FSW	\$14.64	6:00AM	2:00PM	7.5
	Manuela	Munoz	15 - YES	FSW (YES and SMITH)	\$14.20	6:00AM	2:00PM	7.5
LCSD	Diana	Wong	15 - YES	District FSW				3.5
LCSD	Robin	Graves	15 - YES	District FSW				3.5
	Total Hours							37
LCSD	Kristen	Peek	16 - SVS	Kitchen Lead	\$16.00	6:00AM	2:30PM	8
	Terri	Diggan	16 - SVS	FSW	\$13.00	9:00am	1:30pm	4.5
	Total Hours							12.5
LCSD	Denise	Phillips	Office	Admin Assistant				8
	Gorete	Burns	Office	Admin Assistant	<u>∤</u>	7:00AM	3:30PM	8
	Sharonlove	Calaguas-Larsen	Office	Culinary Manager, HRLY	<u>├</u>	6:30AM	2:30PM	8
	Dorne	Cullen	Office	ADDS	<u>├</u>	0.007 001	2.001 101	0
			Office	DDS			<u>├</u>	
								969



## Happy Teams

Happy cafeterias start with happy teams. We equip leaders with the tools and resources to:





### the best teams!





**Our Team** 

To recruit, develop and retain the top talent in the industry, we've built a team with extensive industry expertise

and a commitment to excellence. Our

### Attract

Many districts like yours have been operating with open positions in all areas. At best, this leaves staff overworked. At worst, food quality drops and your students don't get the fuel they need to learn. When you choose to continue your partnership with Chartwells, you're choosing to invest in yourself. We'll support you with our rigorous, time-tested approach to recruitment and hiring.



### **Our Services**



### **Delivery Model**

Our model emphasizes efficiency, consistency and high-quality candidate experiences, ensuring we attract and retain top talent for our partners.



### Technology

Our team utilizes cutting-edge recruitment technologies to streamline the hiring process, enhance candidate engagement and provide data-driven insights.



### **Inclusive Hiring**

By prioritizing inclusivity, we drive innovation and build stronger, more resilient teams.



### Compliance

We maintain rigorous compliance standards to protect our partners and candidates, providing peace of mind and safeguarding against potential risks.

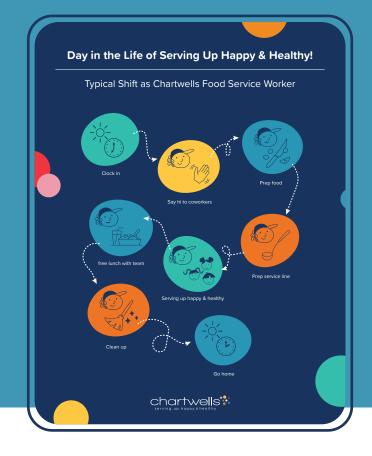
ATTRACT

### **Our Innovative Recruitment Technology**

In today's digital age, technology is the backbone of effective talent acquisition. From AI-powered sourcing tools to automated interview scheduling, our technology suite is designed to optimize every stage of the recruitment life cycle, delivering faster and smarter hiring solutions.



ATTRACT





### **Our Resources**

### **Hiring Manager Toolkit**

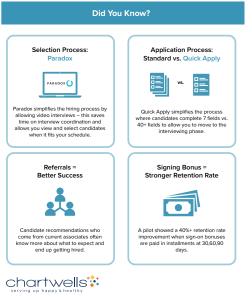
This resource assists our directors of dining services in identifying hiring needs and attracting candidates in concert with our recruiting team's support and process so candidates are engaged throughout the recruiting timeline.

### Hiring Manager Toolkit | Experience Map

#### /hat's This Abou

Hiring is the lifeline of our business. Without qualified people, we can't do our best work in serving up happy & healthy! When you hire, think about how it works, what role you need, who you'll need to work with, what you need to do, and when you need to do it.

Follow the 'ARE YOU READY, GET SET, GOI' process to the right to help you find and get the people you need. Want more info? We've got you covered! Click each of the process sections to help you.



#### 1. ARE YOU READY...or thinking about it? (Click a box for help) What Are You Doing? Who Do You Need? How Are You Going to Do it? Č × 1 × Are you checking the MyStaff Mobility talent pool, extending or changing staff hours, or considering temps? How are you going to communicate the What role do you need? What's the job title and rate? Who's your recruiter? new role with your team? How will you promote the role in your community? Hiring Process Overview Hiring Best Practices General Tips PeopleHub How does it work? Sourcing, Interviewing, etc. Multiple people, same position How does it work? Complete the Onboarding Playbook Help 'Em Love Chartwells! Setting-up your new hire for success takes time! Remember these tools to positively impact engagement and retention: ...... SPARK CHEERS

### **Benefits**

Our associates are eligible for benefits all year, even when they only work during the school year. We also work to limit any gap in coverage for associates transitioning from the district payroll or from another foodservice company.

Our benefits plan includes:

- Health plans
- Well-being programs
- Lifestyle programs
- Financial plans and programs

# instopay ONE@WORK

### Instapay by ONE@Work

Compass Group has earned the distinction of being a preferred employer by understanding the power of investing in our people. That's why we've partnered with ONE@Work, a financial wellness app, to bring same-day pay to our hourly associates. This benefit will be an attractive differentiator for new talent and a powerful retention tool for existing associates.

### **How it Works**

The ONE@Work app is an optional benefit for hourly associates. If they choose to set up an account, they can request a payment of up to 50% of the wages earned so far during that pay period. (The percentage may vary by state.) Instapay funds can be requested once each week and will be available in a couple of days at no cost or same-day for a small \$1.50 fee.

Beyond early pay, ONE@Work offers additional tools for associates to achieve financial wellness. An optional, interest-earning savings account helps associates save directly from their paycheck. They can pause, adjust deductions or withdraw funds at any time. The app also tracks when bills are due and helps associates budget accordingly.

### **An Answer to Labor Challenges**

ONE@Work is the only on-demand pay platform that uses scientific research to promote financial security and literacy for employees. Same-day pay programs have proved to alleviate some of the most common organizational labor challenges – including employee productivity, satisfaction, retention and absenteeism – by mitigating financial insecurity.

### Scan here to learn more about our benefits.



### **Associate Shopping Program**

We've all been there. Careful budgeting and planning are destroyed by an unexpected expense. Our associate shopping program empowers them to make necessary purchases now and make payments over time. Imagine an associate's refrigerator stops working. They can get a new one right away for as little as \$61 per paycheck, making that expense much more manageable.

### **Discount Marketplace**

Our discount marketplace helps associates save on everything from flights to groceries. They can search by brand or category for discounts on items like cars, movie tickets, hotels, clothing and even streaming services.

60%

of employers report that financial stress affects their employees' ability to focus

of people think employers should do more to address financial insecurity

41%

of working time is lost by a financially stressed employee compared to their peers

According to data reported by ONE Finance Inc. https://www.one.app/atwork





# 2025 TOTAL REWARDS @ COMPASS GROUP

### **Year-Round Benefits**

Our associates are eligible for benefits all year, even when they only work during the school year. We also work to limit any gap in coverage for associates transitioning from the district payroll or from another foodservice company.

The following pages provide an overview of the extensive benefits available through Compass Group.

CARE FOR THE WHOLE YOU

### WELCOME TO COMPASS GROUP

We're so happy you're here. Keep reading to get to know who we are, what we do, and how we care for our people.



We operate in 30 countries across the globe.



We have 25+ companies in our Compass Group family.



We lead globally in contract food and hospitality services.

### **Your Total Rewards**

With a menu of award-winning programs to choose from, our Total Rewards are designed to grow with you – meeting needs now and anticipating what comes next.

At work or at home, we care for the whole you – your health, well-being, finances, work & life.







### Life @ Compass

Easily explore resources and programs, access vendor websites, read the well-being newsletter, and more.

Visit learn.bswift.com/compass to get started.

Union associates should also refer to their Collective Bargaining Agreement for eligibility information, the plans offered, and relevant coverage options. Some of the programs, services and resources offered as part of the Total Rewards package are not Compass Group sponsored employee benefit plans or associated with any other Compass Group sponsored employee benefit. In addition, they are not subject to or governed by ERISA. Although this information is intended to be accurate, if there is a conflict between this summary and the terms of the official plan documents, the official plan documents will govern.

#### HEALTH

#### Medical, dental & vision

We proudly offer a choice of medical (including prescription drug), dental, and vision plan options.

#### Programs for medical plan members<sup>2</sup>



Virtual Care. See a doctor in minutes by app, phone, or video. Get the help you need for general medical and mental health needs.

**No-cost surgery benefit.** If your doctor is recommending surgery, consider the no-cost surgery benefit for personalized support.

#### Flexible Spending Account (FSA): Health Care<sup>1</sup>

Pay for eligible healthcare expenses with pretax dollars – right from your paycheck.

#### Supplemental plans

These plans offer extra support and financial relief when you need it most. Keep in mind that these don't replace your medical insurance – they supplement it.

- Accident Plan
- Hospital Indemnity Plan
- Critical Illness Plan

Supplemental plans are limited benefit policies. They are not health insurance and do not satisfy the requirement for minimum essential coverage under the Affordable Care Act.

#### Are you like Elaina?

I always seem to be getting hurt when I'm playing sports with my kids. Enrolling in the **Accident Plan** has helped me feel mentally and financially prepared so I can keep playing with my kids without worry.



#### **Resources for your well-being**

- Employee Assistance Program (EAP)<sup>1</sup>
- Self-care apps
- Mental-health support & resources
- Treatment & community resource locators
- Nutrition & healthy living
- Health & fitness discounts
- Crisis helplines, and more

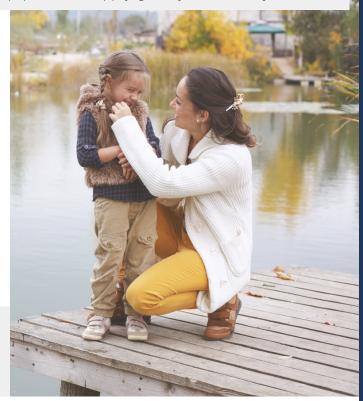
#### Health & well-being programs<sup>2</sup>

- PTO for preventive care
- 100% coverage for preventive care
- Lifestyle and mental health coaching
- Chronic condition management
- Nurse support line
- Virtual therapy, and more

#### **Program spotlight**

#### The **Employee Assistance Program (EAP)** helps you create life-changing habits to find

a healthier, happier you.<sup>1</sup>



1 Available to full-time associates working an average of 30 hours, or more, per week. Some exceptions may apply. 2 Available to members enrolled in an eligible Compass Group medical plan. Regional plan services and copays may vary. Additional approval or exclusions may apply

#### **FINANCIAL**

#### **Retirement Plan<sup>3</sup>**

You can start saving for the future with the Retirement Plan.

- Pre-tax or Roth contributions
- Matching employer contributions
- Personalized advice from professionals

#### Life, accident & disability<sup>4</sup>

Protect yourself and your family from the unexpected.

- Basic & Supplemental Term Life Insurance
- Accidental Death & Dismemberment Insurance (AD&D)
- Short-Term Disability (STD) Insurance
- Long-Term Disability (LTD) Insurance

#### Legal Plan

The Legal Plan can ease life's biggest stresses – finding and paying for legal expertise when you need it most.

#### We also offer the following:

- Same day pay⁵
- Commuter benefits
- FSA: Dependent Care<sup>4</sup>
- Tuition Reimbursement Program<sup>6</sup>
- Financial well-being tools and resources



Are you like Mae? Last year I had back surgery and had a longer recovery process than I expected.

**STD** helped protect my paycheck, so I could focus on getting better.

The **Legal Plan** put me in touch with a lawyer that helped update my will to include my two youngest grandkids.



#### **WORK & LIFE**

#### Grow your career with us

- For more than two decades, **diversity and inclusion** has been at the core of who we are and how we operate.
- With job roles spanning the globe, explore the opportunities available to you to **grow your career**. Visit compass-usa.com for more information.
- You have access to **learning and development** programs to help you accomplish your career goals, all at your fingertips.

#### Are you like Mark?

I've worked with Compass Group for the past 10 years. I'm a proud member of a **Diversity & Inclusion Action Council (DIAC)**. I feel like I'm able to make real change in the organization.

Learning and development has been an integral part of my career. With so many modules to choose from, I can customize my learning.

4 Available to full-time associates working an average of 30 hours, or more, per week. Some exceptions may apply

S Available to haury associates on MyStaff timekeeping systems. This program is currently not available to associates residing in Puerto Rico. The ONE@Work platform and any services offered by ONE@Work are not a Compass Group sponsored employee benefit plan, associated with any other Compass Group sponsored employee benefit, and are not subject to nor governed by ERISA. Percentage allowance varies in certain states. 6 This program is available to active, full-time, U.S. based, salaried exempt and salaried non-exempt associates with one or more year of service. Please refer to the Tuition Reimbursement Plan Policy for eligibility requirements and restrictions.

<sup>3</sup> Not available to associates residing in Puerto Ricc



#### Lifestyle programs<sup>7</sup>

#### **Discount Marketplace**<sup>®</sup>

Access exclusive discounts and save on your favorite brands - like Verizon, PetSmart, HelloFresh, Reebok, and more.

#### Pet Plan

If your pet gets sick or injured, vet bills can rack up fast. That's why we support pet parents with two budgetfriendly options.

#### That's not all! We also offer the following:

- Choice Auto and Home Program
- Shopping Program<sup>®</sup>
- Identity Protection Plan

#### Are you like Leo?

I just got out of culinary school and am really trying to save every penny. I was hesitant to get a dog because I didn't know how I was going to handle all the expenses. When I realized I had options like the **Pet Plan**, I knew I would be supported financially.

My washer broke last month and my bank account wasn't ready for it. With the **Shopping Program**, I was able to get a washer within days, but I'm paying for it from my paycheck over the next year.

#### **AWARD-WINNING PROGRAMS**

We are proud to be recognized in for our expansive offerings.







7 These plans and programs are not subject to or governed by ERISA 8 Eligibility in the Discount Marketplace is based on the individual offer

S Englishing in the Discourt Manaceptace is based on the informatione. 9 The program is available to associates who have been actively employed for 9 months and whose annual salary is at least \$16,000. Associates residing in Puerto Rico are not eligible to participate. For Virgin Island associates, participation in the program may be limited, depending on the method of shipment. (f) A description of the training plan that the FSMC will give to employees.

# Grow

We know when our associates succeed, we succeed. That is why we have the most robust associate and manager training programs in the industry. We want to ensure they have the knowledge and tools to provide your students with healthy, well-balanced meals every day.

Every Chartwells associate completes a dedicated training schedule each year. Special attention is given to our newest associates with custom onboarding plans and side-by-side work experience with our veteran foodservice professionals.



#### Onboarding

We provide information to help new associates get comfortable in their roles and set them up for success as they begin their professional journey with Chartwells.

#### **USDA Professional Standards**

These topics assist associates in performing their daily job duties and enhancing the student experience.

#### **Back-to-School Training**

Our teams use this time to provide great meals to teachers and administrators, while sharing information and providing training for the new school year.

# Happy U: Onboarding for Salaried Associates

Happy U focuses on the first 90 days in a new role. New hires hear from experts in culinary, nutrition, marketing and communications, finance, safety and human resources. These live presentations from subject matter experts are supplemented with engaging, interactive e-learning courses. The curriculum includes 101, 201 and 301 levels for each area. The Happy U onboarding approach emphasizes leadership and personnel management and facilitates networking and team building among new-hire cohorts.

While primarily geared toward directors of dining services, salaried associates in finance, marketing and nutrition are invited to participate as well. This gives them a holistic view of our operations and an understanding of how each component works together to best support our partners, students and communities.



# chartwells:

Welcome to an introduction to our organization where you will learn more about our company history, goals, structure, and leadership team. This course is the "mis-en-place" to the rest of your onboarding journey! This microlearning should take you about **15 minutes** to complete.



Welcome to the Chartwells K12 team! We are thrilled that you have chosen to join our team where we make the cafeteria the happiest place in school!

We care for our kids, their nutrition, and the communities they live in. It's the heart of what we do – to serve up happy & healthy every day.

We know that your first day may seem overwhelming but rest assured that you'll soon meet new friends and have your heart lifted by the smiles and laughter of our most valuable customer – the children at your school. They count on you!

So, welcome! Please don't hesitate to contact your manager or Kitchen Buddy if you have questions – they will be happy to help you. We can't wait to see what you'll do!

(...By the way, if you just joined Nudge but not a recent new hire, we hope these messages will be helpful to you anyway!)

Thanks!

# Happy U Survey Results



Happy U was a welcoming experience



Satisfied with the Happy U learning experience



Happy U was a valuable learning experience

# Role-Based Training: Hourly Foodservice Worker

#### **Onboarding Playbook**

Our Onboarding Playbook for hourly foodservice workers focuses on their first 30 days of employment. This resource includes a mix of activities through an Experience Map to help the associate with the foundations of our business specific to their role: culinary, nutrition, safety and marketing fundamentals. It also emphasizes customer service and includes a process to move them into the role faster through station shadowing. This playbook is customizable (we can add or subtract activities) to fit the needs and expectations of Lyon County School District.



# **Onboarding Playbook**

#### Hourly Food Service Worker

For: Directors of Dining Services (DDSs) who hire Hourly Food Service Workers, their Kitchen Lead(s), and Hourly Food Service Worker Onboarding Buddles

chartwells

## **Ongoing Learning**

Our growth philosophy helps associates find their passion and purpose through four pillars:

- 1. Growth Mindset Encouraging openmindedness and personal growth.
- 2. Navigating Complexity Creative problem-solving and flexibility.
- **3. Going Beyond** Accelerating outcomes for individuals and the organization.
- **4. Potential for All** Everyone can grow to be better at what they do.

In support of these pillars, we offer training tailored to our associates' learning styles and schedules. In addition to on-site training, we offer an extensive e-learning library that features microlearning opportunities with short, modular trainings; interactive online lessons that allow learners to apply what they've learned; and 24/7 availability through our exclusive learning management system.

The full range of training formats includes:



One-on-one support

**Biweekly communication** 

256

## **Training Topics**

All Associates	Directors of Dining Services	Hourly Associates
<ul> <li>Intro to School Nutrition Programs</li> <li>Breakfast Meal Pattern</li> <li>Lunch Meal Pattern</li> <li>Production Records</li> <li>How to Keep Food Safe</li> <li>Station Standards</li> <li>Food Presentation</li> </ul>	<ul> <li>Annual Salaried Associate Food Allergy Training</li> <li>Specific Food Allergy Review</li> <li>MyOrders</li> <li>Foodbuy and BuySmart</li> <li>Compliant Purchasing</li> <li>Order Guide</li> <li>Shopping List, Workflow Approvals and Alerts</li> <li>Receiving Deliveries</li> <li>Environments Program Introduction</li> <li>Intro to Discovery Kitchen</li> <li>Intro to Student Choice</li> <li>Intro to Mood Boost</li> </ul>	<ul> <li>Meal Counting and Claiming</li> <li>Food Allergies</li> <li>Kitchen Behaviors</li> <li>Knife Safety</li> <li>Knife Skills</li> <li>Batch Cooking</li> <li>Pizza Handling</li> <li>Back-to-School Marketing</li> </ul>

# Regulation and Operating Procedures Training

During scheduled professional development time, associates receive regular, interactive training that helps them understand regulations and how to carry them out completely and accurately.

#### **Portion Control**

Chartwells provides training for proper recipe preparation, serving and portion control at the beginning of every school year and continues to train throughout the year.

#### Key topics covered during these sessions are:

- Using the proper tools.
- Weighing and measuring key ingredients.
- · Calibrating pound and ounce scales.
- Following the number of servings per pan.
- Portion review at production meetings.
- Checking portions throughout the meal period.

Chartwells associates will receive training to ensure they abide by all policies, rules and regulations regarding use of the district's property.



#### Compliance with USDA Professional Standards

An educated team is equipped to bring the best program to your students, but continuous professional training and hiring standards are also a USDA requirement. All Chartwells school nutrition directors meet the minimum educational standards outlined by the USDA, and our job descriptions reflect these requirements. As required, Professional Standards training is provided to each school foodservice manager, and leads receive a minimum of 10 hours of training. All our learning hours and completion can be tracked in order to comply with USDA requirements.

Our associate training programs are developed to adhere to the standards set forth in the USDA's Guide to Professional Standards for School Nutrition Programs. Adherence to these standards allows us to:

- Assist state agencies and SFAs in recruiting, hiring, training and retaining qualified school nutrition staff.
- Enhance the image of school nutrition professionals and their influence in the community.
- Build job skills and empower staff to lead and efficiently operate school nutrition programs.

#### How will Chartwells help Lyon County School District meet the established USDA requirements?

We have an expansive library of on-demand trainings, including general program operations, nutrition, culinary skills, interpersonal skills and safety. We offer live trainings, microlearnings (shorter, topicspecific videos) and in-class sessions, all designed to help associates meet their hours and increase their knowledge. Not every associate learns the same way, so we incorporate a variety of learning styles.

We expand our training opportunities every year to remain up to date on school nutrition, culinary and marketing trends. We encourage associates to participate in webinars and conferences from K-12 partners like the School Nutrition Association and the Institute of Child Nutrition. Each week, associates receive an email with a roundup of free trainings offered and highlighted learning sessions.

Chartwells tracks Professional Standards through options provided by the USDA, like its highly effective basic spreadsheet and our internal learning management system provides certificates of completion that associates can use to document their training hours.

## CHAT (Communication, Help and Training)

#### **Convenient, Flexible, Simple**

CHAT is our premier frontline associate training program. It empowers managers to provide essential information to their teams on a regular basis and foster open communication. CHAT is:

# chat THEN ACT

#### Informative

CHATs are designed to refresh associates on the important details they may not think about every day, pass along new information and share tips on working with each other and serving our student customers. Each month's CHAT includes a safety moment that's available in English and Spanish.

chat	SAFETY MOMENT 🧭				
Se	Chemical Safety Seguridad con químicos				
Wesr appropriate Personal Protective Equipment when handling chemicals. Did you know? At our company, 9% of all work-related injuries are chemical-related Work afte by wearing gloves and opgeles when: - Parning and using chemicals - Randling tash and biolaazedi - Mandling tash and biolaazedi	Utilizar at Equipo de Protección Personal apropiado cuando se manejan químicos. (Sabia tatele que en uestra compañía, muchar lesiones relacionadas al trategios relacionadas a partecimo? Tabaje en forma agruputilizado gantes y lettes coulters canado: - Esta vacado y quando quíntos - Desempoi ando fan as els agres.				
ALWAYS spray chemicals onto a rag before wiping and store them in a secure area.           NEVER use unsubtorized or unlabeled chemicals, mix chemicals, or spray chemicals above your head.	uncases de acutana como commans y techto     summar esta como como como como como como como com				
Looking for more information? Check out this month	's related Safety Minders on the MyCompass Safety Page. August 2024				

#### Easy

These short sessions are easy to access, use and deliver. Managers access new material on the CHAT website each month, deliver the CHAT to their team and then report completion online.

#### Custom

While some of the information is mandatory, managers can decide when and how to have a CHAT and which of the optional topics will be most beneficial to their team.

#### Successful

CHATs are essential to creating a culture of safety and excellence. They keep us audit-ready, help associates excel in their roles and promote greater empathy and positive interactions with each other and the people we serve.

chat...

# In addition to the featured lesson, CHAT also offers:

#### **Manager CHAT**

We offer development resources for managers to strengthen their leadership skills or become familiar with a company initiative. One month we focused on helping managers set SMART goals.

#### **Frontline Library**

This library of one-page resources on specific topics provides on-the-job learning to develop associate skills. Managers can choose to share a Frontline Library resource with an individual, small group or their entire team.



FRONTLINE LIBRARY

## **Back-to-School Training**

All foodservice associates play an important role in crafting the dining experience and, ultimately, in the education of the students we serve. Chartwells will continue to utilize its corporate support and regional team to perform ongoing training and staff development for your director of dining services.

Below are the topics covered during the 12 hours of back-to-school training each year. These topics become part of our ongoing monthly training.

#### **Nutrition and Culinary**

- Introduction of Chartwells'
   comprehensive nutrition programs
- Cycle menu development processes and procedures with menu committee
- Batch cooking: Why do we do it?
- Local produce: What is the value to our customers and community?
- USDA regulations

#### **Safety and Food Safety**

- HACCP: Menu management system (HACCP books as required by the state agency)
- Safe staff training and ServSafe certification
- Quality assurance
- Food safety for schools
- Safety in the workplace
- Appoint safety champions

#### **Marketing and Merchandising**

- Discovery Kitchen program and materials
- Food presentation: Does your food speak for itself?
- Customer service training
- The power of promotions

#### **Financial**

- Policies and procedures: The importance of an accurate inventory
- MyFinance training: Chartwells' all-inclusive financial system
- Controlling cost
- Cash-handling procedures
- Production record training





# **Culinary Training**

Student satisfaction is linked to food quality. When associates are well-trained in the kitchen, they are more engaged and deliver a superior dining experience for your students. Back-to-school training is just the beginning. These are some of the ways we enhance culinary skills for our team.

### **Culinary Back to Basics**

This collection of six online courses prepares our teams to operate safe, successful kitchens with confidence so we can deliver the highest-quality food and service to our students. Each course includes video demonstrations and situational-based knowledge checks that must be passed before proceeding. All new salaried associates complete this program as part of their Happy U onboarding experience.



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# **Chartwells K12 Culinary** Masterclass

#### **Course Highlights**

K-12 specific

#### Hands-on training

Led by the regional executive chef

#### Open to all associates

Our Chartwells K12 Culinary Masterclass program was designed to develop and strengthen fundamental K-12 culinary skills. Our hands-on, instructor-led approach trains and engages our associates in a classroom-type setting, where they have the opportunity to collaborate, practice and hone these skills.

This multiday program provides Service Standards of Excellence that mirror our commitment to being the leading K-12 foodservice provider in the industry. By providing exceptional quality and service, these standards create a unique culinary culture in which our associates feel empowered to share their knowledge and expand their creativity.

#### Selection

The program is open to all associates who supervise or prepare food in our operations. Frontline associates, lead culinarians and even area directors have graduated from the program.





# Chartwells K12 Culinary Masterclass

#### **Modules**

Participants will be instructed in 13 learning modules over the course of several days. Within each module, learning material will be presented, discussed and practiced.

· Introduction: Taste and the Senses

Safety Review

Module 2: Knife Skills

• Module 3: Product and

- Equipment Overview
- Module 4: Mise en Place
- Module 1: Quality Assurance and • Module 5: Grilling, Roasting and Broilina
  - Module 6: Braising and Stewing
  - Module 7: Steaming

- Module 8: Saute and Stir-Frying
- · Module 9: Vegetable Cookery
- Module 10: Grain Cookery
- Module 11: Pizza Training
- Module 12: Chartwells K12 Core Cafe Concepts

## Great Service Training: Get Your Happy On!



#### Happy

- Smile and give a friendly welcome (use their name)
- Stay positive under all situations
- Thank them for choosing to eat what we're serving up



#### Respectful

- Listen to what is being said
- **Be polite** to build relationships
- Follow through on your promises



#### **Cared For**

- Ask what you can do to help
- Be helpful to kids who struggle
- Encourage with positive words

Jordan, a student at Lyon County School District, had a difficult time falling asleep last night because he was nervous for a big test. He visits the cafeteria before class knowing a healthy meal will help him focus.

Sarah just finished the "Get Your Happy On!" training, and she notices that Jordan seems stressed. She smiles at him and asks what's wrong. She reassures him he'll do great on his test and recommends he try a Mood Boost side dish to help him feel more confident. She gives him a Mood Boost sticker and a thumbs up as he walks to his seat.

Jordan returns to class feeling a little lighter. He knows those orange glazed carrots aren't magic, but he's been making healthy choices every day because of Sarah and feels a little more alert. Maybe this test won't be so tough after all.

Serving up happy and healthy goes beyond mealtime for us. We teach our staff how every interaction affects a student's daily life and how we can make them feel happy, respected and cared for. Every day gives us new opportunities to positively impact your students, and we have a plan in motion to make sure they leave school happier and healthier than they came in.





## **Education and Advancement Opportunities**

The work Chartwells does every day creates an environment rich with developmental experiences. The longterm learning opportunities for Chartwells managers and associates will be nearly endless. Every step of the way, we will focus on creating excitement about new opportunities, whether it's learning new skills, assuming a new role or building a career path for the future.

We empower our associates to bring their unique flavor of hospitality to the cafeteria. They have room to grow their creativity, and students benefit from the happy and healthy environment they create.

#### **Women in Culinary**

Our Women in Culinary program seeks to empower our female culinarians through dedicated training opportunities, leadership development programs and an annual conference and recognition event. We're growing the next generation of culinary leaders for Compass Group and continuing our commitment to inclusion.



#### **Accelerated Manager Program**

AMP is a unique combination of assessment, organizational training and one-on-one coaching that surfaces our best leaders. This best-in-class leadership development program for new and aspiring managers provides a fast-track learning opportunity focused on management development. It uses a personalized approach that aims to customize learning for each person's strengths, skills and interests. The program can be completed in 12 weeks or more, depending on the individual's needs, pace and business goals. Program mile markers capture each learning stage and enable rolling enrollment at any time.

#### Hourly HiPo (High-Potential) Program

This immersive 12-week program provides intense, targeted training for high-potential hourly associates who have expressed a desire to grow within the organization. Through a nomination process, we identify associates who will benefit from transformational classroom and on-the-job learning experiences and contact with senior leadership.

Over 100 associates have graduated from the program, and some have already been promoted to salaried positions. Participants are given the opportunity to join one of the Happy U salaried onboarding tracks – culinary, marketing or nutrition – depending on their future goals.

#### Lead

These flexible, 12-week programs include an assessment, a personalized learning path that aligns with a participant's goals, on-the-job activities to enhance development, online instructor-led inspire sessions and opportunities to connect with peers via Microsoft Teams. In Lead Practical Management, managers complete FranklinCovey's "The 6 Critical Practices for Leading a Team" to learn new concepts, apply what they've learned and teachto-learn. Lead Strategic Leadership is designed for directors and focuses on driving operational excellence across multiple teams. FranklinCovey's "The 4 Roles of Leadership" serves as the core curriculum.

#### ExecOnline

Over the course of six months, leaders will explore topics relevant to navigating current and emerging business challenges and achieving company-specific objectives. This portfolio of high-impact courses, offered in partnership with the world's top business schools, includes self-directed e-learning, interactive activities, applied learning experiences, group coaching sessions and a capstone project. "Mike (McGrade) and I met weekly throughout the HiPo program, and his growth was noticeable more and more every week. He was gaining confidence and knowledge all while networking with others like him. At the end of the program ... an opportunity became available at a nearby school district.
Michael was offered the job and is already meeting his goals."

> Elizabeth Overby, Director of Dining Services, Ledyard Public Schools

"The way the program was structured gave me a different perspective and allowed me to continue to learn how to think outside the box, to see the big picture. The grassroots approach to the training placed me in positions that I am definitely using on a daily basis. I attribute the program in preparing me for the position I hold today. Thank you for giving me the invaluable opportunity."

> Codye Lyn Facio, Director of Dining Services, Palestine ISD

# **Additional Leadership Resources**

# Linked in Learning

#### **LinkedIn Learning**

LinkedIn offers an on-demand library of instructional videos covering the latest business, technology and creative skills, as well as custom content collections that align with each person's unique learning needs.

# HARVARD ManageMentor

#### **Harvard ManageMentor**

Harvard ManageMentor offers over 40 dynamic online courses for managers, including expert commentary and real-life examples, interactive exercises and downloadable tools.



#### Spark

Spark is flexible and personalized with three paths to choose from: Spark Leadership, Spark Connections and Spark Productivity.

#### **Career Blueprint**

This online, self-directed course includes a career assessment, personalized development report and coaching toolkit.

#### **BetterUp**

BetterUp supports personal and professional development, offering personalized coaching to help associates live their lives with greater clarity, purpose and passion. Virtual sessions, text-based support and app-based resources provide immense flexibility.



GROW

# Retain

Creating a culture of passion, dedication and knowledge is the key to retaining the best team members. We're proud of our nearly 70% frontline associate retention and our turnover rate is more than 2.5 times lower than the industry average.

We minimize employee turnover by living our core value of connection: Leaving people better than we found them. We do this through:



We connect associates through platforms like our Leadership Legacy Network, which focuses on development and career growth, and our Veterans Network, which helps promote and retain our valuable veteran associates.

We hire managers with the skills and creativity needed to maximize employee engagement. We analyze our turnover data and feedback to ensure we understand contributing factors. By implementing and measuring leadership engagement efforts like retention training, turnover reduction incentives and accountability plans, we ensure effectiveness.





# **Recognition and Reward**

## We're celebrating associates who bring our values to life in cafeterias and communities across the country.

Cheers recognizes associates and teams going above and beyond in living our values and supporting our mission to make sure students leave the cafeteria happier and healthier than when they came in. With opportunities to recognize our associates and teams every month, we're excited to honor more of our school lunch heroes than ever before.

# chartwells CHEERS .

#### **Recognition and Reward Programs Translate into Employees Who:**

- · Are motivated to deliver a memorable student experience.
- Understand the importance of teamwork in achieving business goals.
- · Contribute fresh ideas and creativity.





# **87%** of engaged associates that feel recognized are less likely to leave the workplace.

Source: Gallup Poll



### Responsibility

Doing the right thing, even when no one is lookina.



# Learning

We're focused on getting it right, rather than just being right.



#### Resilience

Everything is hard before it gets easy, so we stay the course.



# Connection

Leaving people better than we found them.



Years of Service U AWARD

S CERTIFICATE IS PRESENTED TO

In grataful recognition of your contribut on the bringing the fun and bring out our

## Fun

Our mission is serious, but fun is part of everything we do.







## **National School Lunch Hero Day**

National School Lunch Hero Day takes place on the first Friday of May, but at Chartwells, we celebrate all week. Each year we take the opportunity to reflect on the unwavering dedication of our 16,000plus associates and say thank you to those who serve up happy and healthy every day. Others may see aprons, but we see capes.







# **Culture of Inclusion**

A diverse workforce meets the needs of the community and the district, providing a variety of perspectives that spark innovative ideas and drive success. From fiscal year 2021 to fiscal year 2023, we increased our population of minority salaried associates by 2.2% and female salaried associates by 13.7%.

#### **Chartwells Diversity and Inclusion Action Council**

The Chartwells Diversity and Inclusion Action Council is a group of diverse professionals from across our organization and your district that promotes inclusion, inspires awareness and supports a diversity-focused working environment. The DIAC strategy focuses on:



In 2024, Compass Group was named one of America's Greatest Workplaces for Diversity and Women by Newsweek, and the Disability Equality Index designated us a Best Place to Work for Disability Inclusion.

We are the only large foodservice company in which our K-12 and Higher Education lines of business are led by female CEOs.

Compass Group has the largest percentage of diversity in its management in the industry.

We have the highest percentage of female executives in the industry.

Chartwells had a 32.6% increase in salaried female chefs over the past two fiscal years.





#### **Diversity, Equity and Inclusion Training**

Our quarterly DEI trainings combine online courses with an Idea in Practice survey so associates can reflect on what they've learned. Topics include:

Building Empathy

· Creating a More Inclusive Environment

Multigenerational Workplace

- Making Invisible Influencers Visible
- Cultural Competence
- Inclusive Hiring
- Micromessaging

#### Generations in the Workplace: Silent, Baby Boomers, Gen X, Millennials and Gen Z

With up to five generations working on the same team, it's important to recognize the general characteristics and beliefs that help shape each one. While we are all individuals with unique experiences, having a broad understanding of the generations helps us communicate and collaborate. We cover specific details about each generation, including historical background, percentages working at Compass Group, the strengths each brings to the workplace, how to attract and retain each generation, and their working preferences.

#### **Health and Wellness**

We are dedicated to fostering a work environment that supports mental and physical well-being. Our DEI course introduces associates to a range of activities and resources designed to promote healthy behaviors at work while our "Health Is Wealth" e-blast encourages the adoption of healthy habits. Throughout the year, this digital series covers nutritional health in February, mental health in May and financial health in December.





#### **Inclusion Pledge**

When associates sign our inclusion pledge, they promise to:

- Make the cafeteria a safe space
   where everyone can be themselves.
- Increase their awareness of their own biases.
- Demonstrate appreciation for others.
- Respect individual strengths and experiences.
- Collaborate and communicate.

SECTION FOUR: OFFEROR'S EXPERIENCE, EXPERTISE AND RELIABILITY

Associates at Bay District Schools

# Inclusion Excellence at Bay District Schools

In 2022, Chartwells K12 was recognized as the Compass Group North America Inclusion Excellence Award winner for the incredible impact our Bay District Schools team has had on its community.

In Bay County, Florida, Spanish speakers represent a significant portion of the population. To ensure associates feel comfortable bringing their whole selves to work each day – which means speaking their preferred or primary language – Bay District Schools added a diversity liaison to its team. The liaison translates conversations, shares training materials and recipes and is available to instruct new associates who are interested in learning English.

#### Road to Readiness Sponsorship Program

This one-year program was developed to intentionally invest in the career success and upward mobility of our diverse leaders. Road to Readiness connects leaders across the organization with highpotential associates to accelerate their career development. We provide tools and resources to support the mentor and mentee as they forge a relationship and identify the experiences that foster growth.

# **Sharing Best Practices**

Each of our schools and districts has the opportunity to develop programs and initiatives that appeal to students' interests and reflect their school and community. While we're far from a one-sizefits-all approach, each of our teams doesn't have to recreate the wheel for a promotion, special celebration or educational program.

Through the digital platform Yammer, every associate is encouraged to share best practices and success stories. From recipes for green eggs and ham on Dr. Seuss' birthday (using spinach as the secret ingredient) to writing positive, motivational messages on bananas or showcasing 3,000 housemade pies for Thanksgiving, Yammer is a resource and reference for success stories. Beyond that, it builds virtual camaraderie and community and keeps the Chartwells family close. This is just one of many ways we empower our associates to bring their unique personality to their work.

# **Affirmative Action Policy**

We're an equal opportunity employer, and we recruit, hire and promote for all job classifications without regard to race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability or genetic information.

We aggressively manage our hiring process to ensure the entry and growth of minorities and women in our workforce. To achieve ultimate effectiveness in this matter, our efforts toward equal opportunity for all people in our employment extends above and beyond the letter of the law – meaning total commitment to this goal on the part of every Chartwells associate.

# Sexual and Workplace Harassment Policy

As part of our commitment to equal employment opportunity, Chartwells prohibits sexual harassment or any form of workplace harassment of our associates and applicants by any person in any form, including on the basis of race, sex, color, religion, age, national origin or disability. Recently, the Equal Employment Opportunity Commission published guidelines relating specifically to sexual harassment, which we endorse in keeping with our long-standing commitment against any form of harassment in the work environment.

We ask all our associates to annually complete Prevention of Workplace and Sexual Harassment training. We require this training and awareness for all our team members to provide guidance so they may act in accordance with EEOC guidelines and our dedication to a harassment-free workplace. (g) A list of all food service operations. Please highlight those operations that are of similar size and scope to Lyon County School District.

# **Offeror's Foodservices Program List**

The FSMC must have extensive experience as foodservice operators and consultants of foodservice programs in general, and in public/charter schools. The FSMC shall have specific strategies for increasing both student and adult participation while at the same time providing high-quality, nutritional food. The FSMC shall have experience with this in other schools.

School District/ Charter	Population	Location	Client Contact	Phone Number	Scope of Services	% of Participation	% of Free and Reduced Lunch
Carson City SD	7,200	Carson City, NV	Spencer Winward	775-283-2000	Breakfast, BIC, lunch, summer, snack and a la carte	Breakfast – 61% Lunch – 58%	52%
Humboldt County SD	3,311	Winnemucca, NV	David Jensen	775-623-8218	Breakfast, lunch, summer, snack and a la carte	Breakfast – 41% Lunch – 57%	60%
Churchill County SD	3,337	Fallon, NV	Derild Parsons	775-423-5184	Breakfast, BIC, lunch, summer	Breakfast – 41% Lunch – 48%	54%
White Pine SD	1,270	Ely, NV	Adam Young	775-289-4851	Breakfast, lunch, summer, snack and a la carte	Breakfast – 35% Lunch – 51%	44%



Per the RFP, a full list of all our accounts nationally has been provided on the submitted flash drive. (h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

# Attachment 7.16

Attachment 7.16

#### **Offeror's Discontinued or Terminated Services**

List the school districts where your services have been discontinued or terminated in the past **five (5)** years. You must indicate the following:

Name of School District/Public Entity: \_\_\_\_Elko County SD

Contact name at the School District/Public Entity: CJ Anderson

**Telephone number of contact**: 775.738.5196

Number of sites served: <u>17</u>

Length of the relationship: 5 years

Reason for termination: Competitive Rebid

Per the RFP, a full list of all our lost accounts nationally has been provided on the submitted flash drive.



# Section Five: Required Bid Documents



# **Attachment 1: Offeror's Drug Free Workplace**

#### ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE POLICY

The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a certification with their proposal certifying they have a drug free workplace. The FSMC shall:

- 1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifies the actions that will be taken against employees for violations of such prohibition.
- Inform employees about the dangers of drug abuse in the workplace, the business policy of maintain a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement in subsection (1).
- 4. In the statement specified in the subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the violation of any controlled substance law of the United States or any state, for the a violation occurring in the workplace no later than five (5) days after such conviction.
- 5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.
- 6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As a person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Company Name: Compass Group USA, Inc., by and through its Chartwells Division

2/4/2025 Vendors Signature:

-Amy Shaffer, CEO, Chartwells K12

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ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE

# Attachment 2: Certification of Debarment/Suspension

#### ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, <u>Federal Register</u> (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

#### (BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

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

Compass Group USA, Inc., by and through its Chartwells Division

Organization Name

PR/Award Number Project Name

Amy Shaffer, CEO, Chartwells K12

Name(s) and Title(s) Authorized Representative(s)

a 2 Shaffer

2/4/2025

Signature(s)

Date

Lyon County School District – RFP# 290-02-2025 Page 45 of 57

# Attachment 3: Certification Regarding Lobbying

#### ATTACHMENT 3: CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.

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

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

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Compass Group USA, Inc., by and through its Chartwells Division 2400 Yorkmont Road Charlotte, NC 28217

Name/Address of Organization

Amy Shaffer, CEO, Chartwells K12

Name/Title of submitting Official

a 2 Shaffer

Signature

2/4/2025

Date

Lyon County School District – RFP# 290-02-2025 Page 46 of 57

Complete this form to disclose lobb	LOBBYING ACTIVITIE tox if not applicable ying activities pursuant t ublic burden disclosure.)			
1. Type of Federal Action:       2. Status of Fed         a. contract       a. bid/offe         b. grant       b. initial av         c. cooperative agreement       c. post-awa         d. loan guarantee       e. loan insurance	r/application vard	3. Report Type:         □ a. initial filing         □ b. material change         For Material Change Only:         year quarter         date of last report		
<ul> <li>4. Name and Address of Reporting Entity</li> <li>Prime Subawardee Tier, if known</li> <li>Congressional District, <i>if known</i>:</li> <li>6. Federal Department/Agency:</li> </ul>	<ul> <li>5. If Reporting Entity in No. 4 is Subawardee, Enter Name an Address of Prime:</li> <li>Congressional District, <i>if known</i>:</li> <li>7. Federal Program Name/Description</li> <li>CFDA Number, <i>if applicable</i>:</li></ul>			
8. Federal Action Number, <i>if known</i> :	9. Award Amount, <i>if known: \$</i>			
<ul> <li>10. a. Name and Address of Lobbying Entity <ul> <li>(if individual, last name, first name, MI):</li> </ul> </li> <li>(attach continuation sheet(s) SF-LLL-A, if necessary)</li> </ul> <li>11. Amount of Payment (check all that apply): <ul> <li>actual <ul> <li>planned</li> </ul> </li> </ul></li>	<ul> <li>b. Individuals Performing Services (including address if different from No. 10a.)</li> <li>(last name, first name, MI):</li> <li>(attach continuation sheet(s) SF-LLL-A, if necessary)</li> <li>13. Type of Payment (<i>check all that apply</i>): <ul> <li>a. retainer</li> <li>b. one-time fee</li> </ul> </li> </ul>			
<ul> <li>12. Form of Payment (<i>check all that apply</i>):</li> <li>a. cash</li> <li>b. in-kind; specify: nature</li> <li>value</li> </ul>	c. commission         d. contingent fee         e. deferred         f. other; specify:			
14. Brief Description of Services Performed or to be Performed Member(s) contracted, for payment indicated on item 11: (atta				
15. Continuation Sheet(s) SF-LLL-A attached: Yes 16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	No     Signature:			
ederal Use Only:		y School District – RFP# 290-0		

<sup># 290-02-2025</sup> Page 48 of 57

# **Attachment 4: Independent Price Determination**

#### **ATTACHMENT 4: CERTIFICATION OF INDEPENDENT PRICE DETERMINATION**

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

Compass Group USA, Inc., by and through its Chartwells Division

Name of Food Service Management Company

Lyon County School District Name of School Food Authority

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

(1) The prices in this Offer have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this Offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition.

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

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being Offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

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

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

Signature of Food Service Management Company's Authorized Representative

Amy Shaffer CEO, Chartwells K12 Title

2/4/2025 Date

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

Signature of School Food Authority Authorized Representative

Title

Date

Note: Accepting a bidder's Offer does not constitute award of the contract.

Lyon County School District – RFP# 290-02-2025 Page 49 of 57

## **Attachment 5: Non-Collusion Affidavit**

### **ATTACHMENT 5: NON- COLLUSION AFFIDAVIT**

State of	New York	)			
County	of Westchester		)	SS.	
	Kristin E. E	riotte			, affiant,
	(Name	of Person A	Authorize	ed to Sign Offer)	,,
the	Assistant Sec	etary			
				(Title)	
of	Compass Grou	o USA, Inc.,	, by and	through its Chartwells Division	n
				(Contractor/Offeror)	

the persons, corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not sham or collusive, nor made in the interest of, or behalf of, any persons not herein named, and that the Offeror has not directly or indirectly induced or solicited any other Offeror to put in a sham Proposal, or any other person, firm or corporation to refrain from submitting a Proposal, and that the Offeror has not in any manner sought by collusion to secure for itself an advantage over any other Offeror.

nom EB (Signature of Person Authorized to Sign Offer)

Kristin E. Briotte, Assistant Secretary (Title)

Subscribed and sworn to before me

this 4th	day of February	,20 <b>.25</b>
Signature of	Notary Public in and for the	-
State of	Lissette C. Robinson	
County of	NOTARY PUBLIC, STATE OF NEW YORK Registration No. 01RO6359993	
	Qualified in Rockland County My Commission Expires	

Lyon County School District – RFP# 290-02-2025 Page 50 of 57

## Attachment 6: IRS W-9

### **ATTACHMENT 6: IRS W-9 FORM**

Departr	W-9 Mugust 2013) ment of the Treasury Revenue Service	Request fo Identification Numb		lion		Give Form to the requester. Do not send to the IRS.
<b>B</b> 2.	Compas	your income tax return) SS Group USA, Inc. egarded entity name, if different from above				
Print or type Specific Instructions on page	Individual/sole     Limited liabilit     Other (see insi	y company. Enter the tax classification (C=C corporation, S tructions) ►			Exempt p Exemptio code (if a	
See Specifi	2400 Yc City, state, and ZIP	te, NC 28217	Plaqu	xester's name	and addres	s (optional)
Par Entery to avo	your TIN in the app	rer Identification Number (TIN) propriate box. The TIN provided must match the nam ding. For individuals, this is your social security num	ne given on the "Name" line ber (SSN). However, for a	Social se	curity num	ber
reside entitie TIN on	nt alien, solè propi s, it is your employ i page 3.	ietor, or disregarded entity, see the Part I instruction er identification number (EIN). If you do not have a r more than one name, see the chart on page 4 for g	ns on page 3. For other number, see How to get a	Employee	=	lion number
numbe	ar to enter.	none man one name, see the chair on page 4 for g	Citatines on whose	56	- 1 8	74931
Part	II Certific penalties of perjur	and the second se		_		
Ser no 3. 1 an 4. The Certifi because interest general	vice (IRS) that I an longer subject to b in a U.S. citizen or FATCA code(s) en cation instruction se you have failed it paid, acquisition	In the set of the set	re to report all interest or div of from FATCA reporting is c in notified by the IRS that yo n. For real estate transaction of debt, contributions to an it o sign the certification, but y	idends, or (c orrect. u are curren is, item 2 do ndividual ret rou must pro	) the IRS f thy subject es not app rement an wide your	to backup withholding by. For mortgage rangement (IRA), and
Here	U.S. person >	At haffed	Chartwells K12 Date >		2025	
Section Future about F	developments. The orm W-9, at www.i/s g Form W-9 (such as	tions Internal Revenue Code unless otherwise noted. IRS has created a page on IRS.gov for information gov/w9. Information about any future developments legislation enacted after we release it) will be posted	exempt from the FATCA repo Note. If you are a U.S. person W-9 to request your TIN, you similar to this Form W-9.	<li>s) entered on rting, is correct and a request must use the r</li>	this form (if f. for gives yo requester's	any) indicating that you are a a form other than Form form if it is substantially
	ose of Form		Definition of a U.S. person. I person if you are:			
ou, pa	taxpayer identificatio yments made to you tions, real estate tran nment of secured pro	lie an information return with the IRS must obtain your n number (TN) to report, for example, income paid to in settlement of payment card and third party network sactions, mortgage interest you paid, acquisition or sperty, cancellation of debt, or contributions you made	An individual who is a U.S. c     A partnership, corporation, c United States or under the law     An estate (other than a forei     A domestic trust (as defined	company, or a vs of the Unite gn estate), or	esociation o d States,	created or organized in the
Usel	Form W-9 only if you your correct TIN to the	are a U.S. person (including a resident alien), to te person requesting it (the requester) and, when	Special rules for partnership the United States are general 1446 on any foreign partners'	<ul> <li>Partnership y required to p share of effect</li> </ul>	as that cond bay a withho fively conne	luct a trade or business in blding tax under section icted taxable income from
o be is	sued).	are giving is correct (or you are waiting for a number	such business. Further, in cert the rules under section 1446 r foreign person, and pay the se	equire a partn	ership to pr	esume that a partner is a
3. Cla opplicat	im exemption from b sle, you are also certi	subject to backup withholding, or ackup withholding if you are a U.S. exempt payee. If lying that as a U.S. person, your allocable share of a U.S. trade or business is not subject to the	U.S. person that is a partner in United States, provide Form V and avoid section 1446 withho	v-9 to the part	o conductin	g a trade or business in the establish your U.S. status

Cat. No. 10231X

Form W-9 (Rev. 8-2013)

Lyon County School District – RFP# 290-02-2025 Page 51 of 57

IN THE OF SECRETARY O	STATE OF HETADA	Telephone (702) 687-5203 Fax (702) 687-3471
1993 DEAN HELLER SE	4 1996 OFFICER'S STATEMENT 2-1995 (please submit with original certificate of filing cretary of state - full	
No		
1.	Name of Corporation: Canteen Corporation (currently on file in Nevada)	
2	environ to the total of the second seco	
2.	State of Incorporation: <u>Delaware</u>	
з.	Change (s) Reflected by Filing of Document: (check appropriate box(es) and describe below)	
	<u>x</u> Amended/Restated Articles	
	X Name Change The name of the corporation has changed from Canteen Co Compass Group USA, Inc Modified Corporate Powers/Purpose(s)	proration to
	Reclassification/Change of Authorized Stock	
	Other	
4.	Signature of proporate officer:	1005
	(Name and title of officer making statement) (Date) Michael J. Bailey, President	1998
5.	Acknowledgement:	
	State of North Carolina	
	County of Mecklenburg	2
	This instrument was acknowledged before me on $\underline{Sauce}$	Date)
	Michael J. Bailey         as president           (name of person)         (type of authority, e.g.)	. president)
	of <u>Capteen Corporation</u> (name of party on behalf of whom instrument was executed)	
	amando a	Jolp
	(Notam) (Cimpture of potential off	(icer)

(Signature of notarial officer) Amanda A. Folk My Contraction Liplice Successor 29, 1999

(Notary Stamp)

(NEV. - 601 - 10/11/95)

## **Letter of Surety**



USI Insurance Services 6100 Fairview Drive Suite 1400 Charlotte, NC 28210 www.usi.com Tel: 704.543.0258

March 13, 2025

Lyon County School District 25 E. Goldfield Avenue Yerington, NV 89447

RE: Compass Group USA, Inc. by and through its Chartwells Dining Division

Dear Sir or Madam,

We are writing to you at the request of **Compass Group USA**, **Inc. by and through its Chartwells Dining Division**, this principal has or is about to submit a proposal for Bid for:

#### **Food Service Management**

If a contract for this work is awarded to **Compass Group USA**, **Inc. by and through its Chartwells Dining Division**, the **Travelers Casualty and Surety Company of America**, a surety licensed to conduct business in **NV** has agreed to act as surety on the bond as specified in the bid proposal.

Please let us know if you need anything further in this regard.

Sincerely,

billad Kam Angela D. Ramsey

Attorney-In-Fact

295



**Travelers Casualty and Surety Company of America Travelers Casualty and Surety Company** St. Paul Fire and Marine Insurance Company

#### POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint ANGELA D RAMSEY of , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and

CHARLOTTE , North Carolina , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 21st day of April, 2021.



State of Connecticut

City of Hartford ss.

Robert L. Raney, Senior Vice President

On this the 21st day of April, 2021, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

By:

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2026

NOTARY -PUBLIC Anna P. Nowik, Notary Public MARCAL

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 13th 2025 March day of



Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880. Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

# **Legal Exceptions**

#### Lyon County School District (NV) Exceptions to Request for Proposal No. 290-02-2025

Compass Group USA, Inc. by and through its Chartwells Division ("FSMC" or "Chartwells") provides exceptions to the Request for Proposal. Chartwells exceptions are state below along with the requested explanation.

Chartwells is amenable to further discussion and negotiation regarding these proposed exceptions in order to reach mutually agreeable terms and conditions.

1. <u>Page 14, Contract Term (E), Termination for Cause</u>. This Section is amended to add "or the FSMC with sixty (60) days written notification" at the end of the first sentence.

[Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable termination provisions.]

2. Page 14, Contract Term, G. Contract Termination. The last sentence of this Section is removed.

[Chartwells' Explanation: Chartwells' exception to this provision is intended to establish mutually agreeable purchasing decisions.]

3. <u>Page 12, Pricing Terms, D.; Page 38, Schedule of Terms for the FSMC Guarantee</u>. These sections are removed and the following shall be inserted:

"Guarantee Susbidy. The FSMC guarantees that the bottom line of the operational financial report (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) for the 2025-2026 school year will reflect a loss no greater than \$250,000. If the actual bottom line (exclusive of the cost of equipment repairs, maintenance, replacements, and smallwares) reflects a loss greater than this amount, the FSMC will pay to the SFA the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed \$250,000. The Guaranteed Subsidy and the FSMC's reimbursement obligation are based on the following conditions and assumptions. The Guaranteed Subsidy to the SFA shall be reduced to account for increased cost or loss of revenue by FSMC if the following conditions are not met during the school year CONDITIONS:

#### CONDITIONS:

- The continuing accuracy of information provided by the SFA in the RFP, including value of USDA foods; cash and/or reimbursement levels from State and Federal sponsors; the number of students eligible for free and reduced price meals; and selling price of menu pattern meals and a la carte prices.
- Student enrollment of at least 9,100 and annual serving days for such students of at least 180.
- No changes in legislation or regulation (e.g., minimum wages, fringe and benefits, taxes, unionization, etc.) that would impact cost of FSMC to provide the services.
- No strikes, work stoppages or school closings, and all make-up days due to inclement weather shall have at least
  equal sales revenue as a normal day of operation.
- Service hours, service requirements, type and number of facilities selling food and/or beverages on SFA premises remain constant throughout the school year. SFA shall limit the expansion of competitive food sales.
- Any capital commitments are utilized as proposed.
- There will be no bad debts, including losses from uncollectible accounts.
- All students will attend classes in-person on school grounds for the 2025-2026 school year. No virtual learning.
- All operations for Student a la Carte sales, Adult Sales, and Catering/Special Income for the 2025-2026 school year shall remain unchanged from the 2024-2025 school year.
- The Student Free/Reduced eligibility numbers as stated in the RFP shall remain unchanged for the 2025-2026 school year.

[Chartwells' Explanation: This exception details Chartwells' guaranteed break-even model and the applicable conditions. This eliminates any ambiguity regarding the conditions necessary to meet the guarantee. If one or more of the conditions is not met, the guarantee is not eliminated. Instead, as noted immediately before the conditions, the guarantee is adjusted appropriately.]

#### 4. Page 15, Pricing Terms, (G). The last sentence of this Section is deleted in its entirety and replaced with the following:

"For each renewal year, the FSMC's fees shall be adjusted on the first day of each renewal term at a rate equal to the greater of the increase in (1) Employment Cost Index, Private Industry, Compensation, Not Seasonally Adjusted – CIU20100000000004; or (2) Consumer Price Index- Food Away from Home for the preceding year."

[Chartwells' Explanation: Chartwells provides this exception to more clearly set forth mutually agreeable annual payment increases.]

## 5. <u>Page 20, Proposed Personnel Requirements.</u> A new subsection "K" shall be inserted, which contains the following language:

"Neither Party shall during the Term of this Agreement or for one year thereafter solicit to hire, hire, or contract with either Party's employees who managed any Services or any other highly compensated employee, or any persons who were so employed, whether at the premises or another facility operated by the other ("Supervisory Employee") during the year prior to the expiration or termination of this Agreement, nor will the SFA permit supervisory employees of FSMC to be employed on the SFA's premises, for a period of one year subsequent to the termination or expiration of this Agreement (unless such employees were formerly employees of the SFA) whether as an individual or as owner, partner, majority stockholder, director, officer or employee of a food service provider ("One-year Non-solicitation"). In the event of any breach of such One-year non-solicitation, the breaching Party shall pay and the injured Party shall accept an amount equal to twice the annual salary of the relevant Employee as liquidated damages."

[Chartwells' Explanation: Chartwells provides this exception to provide for mutually agreeable non-solicitation of each party's employees.]

6. Page 22, Section USDA Foods, (U). This Section is deleted in its entirety and replaced with the following:

"Notwithstanding the foregoing, if, upon termination of the agreement, there remains USDA donated commodities that have not been used but have been credited to the SFA, then SFA shall cause the subsequent FSMC to pay to FSMC the credited value of such commodities. If this is not possible then FSMC reserves the right to remove the commodities for use at an alternate, approved client site."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable rights and obligations to USDA foods.]

7. Page 27, Risk and Liability, (B) & (C). These Sections are deleted in their entirety and replaced with the following:

"To the extent permitted by state law, each party shall indemnify, defend and hold the other harmless from any and all losses, damages or expenses, including reasonable attorneys' fees, arising out of or resulting from claims or actions for bodily injury, death, sickness, property damage or other injury or damage to the extent caused by the negligent act or omission of such party. Notification of an event giving rise to an indemnification claim ("Notice") must be received by the indemnifying party within thirty (30) days following receipt of such claim and shall include a brief factual summary of the damage and cause thereof. An indemnification claim is expressly subject to and conditioned upon compliance with the Notice provisions hereunder."

[Chartwells' Explanation: Chartwells provides this exception to establish mutually agreeable indemnification terms and conditions.]

#### 8. Page 29, Contract Termination, (D) Termination for Convenience. This section is deleted in its entirety.

[Chartwells' Explanation: Chartwells provides this exception to better align with its first exception.]

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be signed by their duly authorized officers.

Lyon Cou	inty School	District
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## Compass Group USA, Inc., by and through its Chartwells Division

By:	Ву:
Name:	Name:
Title:	Title:
Date:	Date:

# **Certificate of Insurance**

ACORD	FR	TIF	ICATE OF LIABI			F		(MM/DD/YYYY)
			_		-			
CERTIFICATE DOES NOT AFFIRMAT BELOW. THIS CERTIFICATE OF IN REPRESENTATIVE OR PRODUCER, A	IVEL	Y OF	R NEGATIVELY AMEND, EX	TEND OR ALT	ER THE CO	VERAGE AFFORDED E	ву тні	E POLICIES
IMPORTANT: If the certificate holder If SUBROGATION IS WAIVED, subjective this certificate does not confer rights	t to t	he te	rms and conditions of the p	olicy, certain p	olicies may			
PRODUCER		e cen	CO	NTACT	K. Nowell, CPCI	J. ARM		
MARSH USA, LLC. TWO ALLIANCE CENTER			PH	ONE	95-3102	FAX (A/C, No):		
3560 LENOX ROAD, SUITE 2400					asscerts@Marsh			
ATLANTA, GA 30326				INS	SURER(S) AFFOR	RDING COVERAGE		NAIC #
CN102832071-Compa-UMB10-24- CORP	UNł	KNO	41594 INS	SURER A : National U	Inion Fire Ins Co.	of Pittsburgh PA		19445
NSURED Compass Group USA, Inc.			INS	SURER B : AIU Insura	ance Co			19399
2400 Yorkmont Road			INS	SURER C : ACE Prop	erty And Casualty	/ Ins Co		20699
Charlotte, NC 28217			INS	SURER D :				
			INS	SURER E :				
				SURER F :				
				ATL-005658515-65		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIE INDICATED. NOTWITHSTANDING ANY F CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	EQUII PER	REME TAIN,	NT, TERM OR CONDITION OF THE INSURANCE AFFORDED	ANY CONTRACT BY THE POLICIE	OR OTHER S DESCRIBE	DOCUMENT WITH RESPE D HEREIN IS SUBJECT T	ст то	WHICH THIS
NSR TR TYPE OF INSURANCE	ADDI	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMI	s	
			GL 6547187	09/30/2024	09/30/2025	EACH OCCURRENCE	\$	1,000,000
CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,00
X SIR: \$1,000,000						MED EXP (Any one person)	\$	
X Contractual Liability						PERSONAL & ADV INJURY	\$	1,000,00
GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$	10,000,00
X POLICY PRO- JECT LOC						PRODUCTS - COMP/OP AGG	\$	5,000,00
OTHER:							\$	
			AL 7030998 (AOS)	09/30/2024	09/30/2025	COMBINED SINGLE LIMIT (Ea accident)	\$	2,000,00
			AL 7030999 (MA)	09/30/2024	09/30/2025	BODILY INJURY (Per person)	\$	
A OWNED SCHEDULED AUTOS ONLY			AL 7031003 (Garage Liability)	09/30/2024	09/30/2025	BODILY INJURY (Per accident)	\$	
X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			Self Insured for Physical Damage			PROPERTY DAMAGE (Per accident)	\$	
			V00 0000000				\$	
			XOO G27738631	09/30/2024	09/30/2025	EACH OCCURRENCE	\$	10,000,00
EXCESS LIAB CLAIMS-MAD	1					AGGREGATE	\$	10,000,00
B WORKERS COMPENSATION			WC 14111814 (AOS)	09/30/2024	09/30/2025	V PER OTH-	\$	
AND EMPLOYERS' LIABILITY Y / N			WC 1411816 (CA)	09/30/2024	09/30/2025	X PER OTH- STATUTE ER		2 000 00
OFFICER/MEMBEREXCLUDED?	N / A		See Acord 101	00/00/2024	00/00/2020	E.L. EACH ACCIDENT	\$	2,000,00
(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE		2,000,00
A Liquor Liability	-	+	GL6547185	09/30/2024	09/30/2025	E.L. DISEASE - POLICY LIMIT Each Common Cause	\$	1,000,000
				09/30/2024	09/30/2025			
			SIR: \$1,000,000			Aggregate		10,000,00
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHI Evidence of Insurance.	CLES (	ACORE	SIR: \$1,000,000 9 101, Additional Remarks Schedule, m	ay be attached if mor	e space is requir	Aggregate ed)		10,000
CERTIFICATE HOLDER			CA	ANCELLATION				
Compass Group USA, Inc			1	THE EXPIRATION	N DATE TH	ESCRIBED POLICIES BE C EREOF, NOTICE WILL		
2400 Yorkmont Road Charlotte, NC 28217								
2400 Yorkmont Road				THORIZED REPRESE				
2400 Yorkmont Road								
2400 Yorkmont Road						March USA .	LL	C

CERTIFICATE OF INSURANCE

AGE	NCY CUSTOMER ID: CN102832071				
	LOC #: Atlanta				
ACORD <sup>®</sup> ADDITIONAL REM	ARKS SCHEDULE	Page	2	of	2
	NAMED INSURED Compass Group USA, Inc.				
MARSH USA, LLC. POLICY NUMBER	2400 Yorkmont Road Charlotte, NC 28217				
FOLIGENOMBLIK					
CARRIER NAIC CODE					
	EFFECTIVE DATE:				
ADDITIONAL REMARKS THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,					
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insur	ance				
Workers Compensation Continued:					
Workers Compensation Policy #WC49154356(AOS POLICY) Covers ALL States except: CA, WI and OH	I				
Carrier: New Hampshire Insurance Company Policy Number: WC 14111817					
Effective Date: 09/30/2024					
Expiration Date: 09/30/2025 Policy Covers States of: WI					
Stop Gap Coverage: ND, OH, WA, WY.					
Limit: E.L. Each Accident: \$2,000,000					
E.L. Disease-Policy: \$2,000,000					
E.L. Disease Each Employee: \$2,000,000					
Workers Compensation Continued:					
Carrier: National Union Fire Ins. Co. of PA					
Policy Number: XW 6583229					
Effective Date: 09/30/2024 Expiration Date: 09/30/2025					
Policy Covers States of: OH (Excess WC)					
E.L. Each Accident: \$2,000,000 E.L. Disease-Policy: \$2,000,000					
E.L. Disease Each Employee: \$2,000,000					
ADDITIONAL INFORMATION					
Umbrella is follow form of primary Commercial General Liability, Automobile Liability, Liquor Liability and	Employers Liability policies subject to policy terms, conditions and exclusions				
ACORD 101 (2008/01)	© 2008 ACORD CORPORATIO	N. All rid	ints I	reser	ved.

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## **Fixed Fee Solicitation**

School District/Public Entity Name:

Solicitation Number: Solicitation Release Date:

Solicitation Due Date: Solicitation Due Time: Submittal Location: Lyon County School District

RFP# 290-02-2025 February 3, 2025

March 13, 2025 11:00am PCT 25 E. Goldfield Ave., Yerington, NV 89447

Mandatory Pre-Proposal Conference Date: Pre-Proposal Conference Time: Pre-Proposal Conference Location: February 14, 2025 09:00am PCT 1100 Jasmine Ln, Fernley, NV 89408

February 24, 2025 (2:00pm PCT)

#### **Question Deadline:**

All Questions must be submitted by email to both the following individuals no later than 2:00pm PCT on the deadline date.

Harman Bains Executive Director of Operations <u>Hbains@lyoncsd.org</u>

> Kyle Rodriguez Fiscal Services Officer krodriguez@lyoncsd.org

#### **Description of Procurement:**

**Lyon County School District** is soliciting proposals from qualified Food Service Management Companies (FSMC) to provide its food service program with management, training and development of food services staff, quality control, operational and technical support and financial management of the program.

Competitive sealed proposals for the materials or services specified will be received by Lyon County School District at the above specified location until the time and date cited. Offers received by the correct time and date will be opened and the name of each Offeror will be publicly read.

Offers must be in the actual possession of Lyon County School District on or prior to the time and date, and at the submittal location indicated above. Late offers will not be considered.

Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.

Persons with disabilities may request special accommodations such as interpreters, alternate formats, or assistance with physical accessibility. Requests for special accommodations must be made with 72 hours prior notice. Such requests are to be addressed to the Solicitation Contact Person or Procurement Officer.

#### OFFERORS ARE RESPONISBLE FOR READING THE ENTIRE SOLICITATION

Procurement Officer: Harman Bains (hbains@lyoncsd.org)

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### **OFFER AND AWARD Solicitation Number**

The Undersigned hereby offers and agrees to furnish the services, food, and supplies in compliance with all the terms, conditions, specifications and amendments in the solicitation.

Company Name	Name of Per	son Authorized to Sign Offer
Street Address	Title of Auth	orized Person
City State Zip Code	e Signature of	Authorized Person Date of Offer
Telephone Number:	Email Addre	ss:
Offeror's Nevada (Sales) Use Tax License N	umber:	
Offeror's Federal Employer Identification Nu	ımber:	
Acknowledgement of Amendment(s): (Offeror acknowledges receipt of amend- ment(s) to the Solicitation for Offers and related documents numbered and dated	Amendment Number/Date	Amendment Number/Date
A	ACCEPTANCE OF OFFER AND AW	ARD
	Solicitation Number:	-
Your Offer, dated, is herebuyon the solicitation and your Offer, as accept	by accepted as described in the Notice of the by Lyon County School District .	of Award. You are now bound to perform based

Signature

Date

#### LYON COUNTY SCHOOL DISTRICT

#### State Agency Approval Use DO NOT OFFER AWARD UNTIL STATE AGENCY APPROVAL

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

**Action Required:** □ Yes □ No Comments:

**State Agency Reviewer Signature** 

**Date Approved** 

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

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

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

 mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or

- fax: (833) 256-1665 or (202) 690-7442; or
   email:
  - email: Program.Intake@usda.gov

This institution is an equal opportunity provider.

## SECTION 1: DEFINITIONS OF TERMS

Purpose: The purpose of this Request for Proposal is to enter into a contract with qualified FSMC to provide Food Service Management for Lyon County School District. As used in this Solicitation and any resulting Contract, the terms listed below are defined as follows:

- A. "ASCS" means After School Care Snack
- B. "Attachment" means any item the Solicitation requires an Offeror to submit as part of the Offer.
- C. "Contract" means the combination of the Solicitation, including the Uniform and Special Instructions to Offerors, the Uniform and Special Terms and Conditions, and the Specifications and Statement or Scope of Work; the Offer and any Best and Final Offers; and any Solicitation Amendments (Addenda) or Contract Amendments; and any terms applied by law.
- D. "Contract Amendment" means a written document signed by the Procurement Officer that is issued for the purpose of making changes in the Contract.
- E. "Contractor" means any person who has a contract with Lyon County School District
- F. "Cost-reimbursable contract" means a contract that provides for payment of incurred costs to the extent prescribed in the contract, with or without a fixed-fee
- G. "CN" means Child Nutrition
- H. "DF" means Donated Food
- I. "Exhibit" means any item labeled as an Exhibit in the Solicitation or placed in the Exhibits section of the Solicitation.
- J. "Fixed-Fee" means an agreed upon amount that is fixed at the inception of the Contract
- K. "FNS" means Food Nutrition Services
- L. "FSMC" means Food Service Management Company
- M. "Gratuity" means a payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value present or promised, unless consideration of substantially equal or greater value is received
- N. "NDA" means Nevada Department of Agriculture
- O. "NSLP" means National School Lunch Program
- P. "Offer" means bid, proposal or quotation.
- Q. "Offeror" means a vendor who responds to a Solicitation.
- R. "Procurement Officer" means the person duly authorized by the School District/Public Entity to enter into and administer Contracts, direct contract changes and make written determinations with respect to the Contract or their designee
- S. "Responsible Offeror" means the Offeror who has the capability to perform the contract requirements and the integrity and reliability to assure complete and good faith performance and who submits the lowest Proposal
- T. "Responsive Offeror" means the Offeror who submits a Proposal that conforms in all material respects to this Request For Proposals, Instruction to Offerors and the Plans and Specifications which are incorporated herein by this reference
- U. "SBP" means School Breakfast Program
- V. "SFA" means School Food Authority and refers to Lyon County School District that executes the contract
- W. "Solicitation" means an Invitation for Bid (IFB), a Request for Proposal (RFP), or a Request for Quotation (RFQ)

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- Y. "SMP" means Special Milk Program
- Z. "SFSP" means Summer Food Service Program (Seamless/Simplified)
- AA. "Sponsor" means the same as "School Food Authority", but also includes non-profit ownership's participating in the educational system of the State, public or non-profit residential childcare institution (RCCI) which operates principally for the care of children
- BB. "Subcontract" means any Contract, express or implied, between the Contractor and another party or between a Subcontractor and another party delegating or assigning, in whole or in part, the making or furnishings of any material or any service required for the performance of the Contract.
- CC. "USDA" means United States Department of Agriculture

### **SECTION 2: SCOPE OF WORK**

#### BACKGROUND

LYON COUNTY SCHOOL DISTRICT hereby referred to as a school food authority (SFA) seeks to contract with a Food Service Management Company (FSMC) to operate the following food services: National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Option (SSO), Summer Food Service Program (SFSP), Special Milk Program(SMP), After School Care Snack Program (ASCS), Fresh Fruits and Vegetable Program (FFVP), vending machines, concession stands, catering, vending to other schools (delete all that are not applicable). This Request for Proposal (RFP) is intended to provide a basis for selection for a FSMC. The selected FSMC will be responsible for the management of the food services staff, quality, control, training and development of staff, extensive, operational and technical support as well as financial management of the program. In submitting a proposal, the FSMC agrees that it will perform the work described in their RFP offer and Agreement in full compliance with all applicable laws, rules, and regulations adopted or promulgated by any federal, state and/or county regulatory body or governmental agency. By reading and accepting this pre-qualification outline, the interested FSMC acknowledges that the SFA has no obligation to contract, unless, in its sole opinion, it is in its best interest to do so. The SFA may request of the FSMC additional food service programs per the terms of the RFP.

The SFA employs 1 employees equating to 15.58 FTE and the FSMC employees 56 of persons and provides food service to approximately 9100 children at 18 sites. The food service prepares approximately 660,000 breakfast and 840,000 lunch meals annually.

A. The SFA will adhere to the following Code of Federal Regulations (CFR) in the oversight of the food service program:

(1) Adhere to the procurement standards specified in §210.21 when contracting with the food service management company; [7 CFR §210.16(a)(1)]

(2) Ensure that the food service operation is in conformance with the school food authority's agreement under the Program; [7 CFR §210.16 (a)(2)]

(3) Monitor the food service operation through periodic on-site visits; [7 CFR §210.16 (a)(3)]

(4) Retain control of the quality, extent, and general nature of its food service, and the prices to be charged the children for meals; [7 CFR §210.16 (a)(4)]

(5) Retain signature authority on the State agency-school food authority agreement, free and reduced-price policy statement and claims; [7 CFR §210.16 (a)(5)]

(6) Ensure that all federally donated foods received by the school food authority and made available to the food service management company accrue only to the benefit of the school food authority's nonprofit school food service and are fully utilized therein; [7 CFR §210.16 (a)(6)]

(7) Maintain applicable health certification and assure that all State and local regulations are being met by a food service management company preparing or serving meals at a school food authority facility; [7 CFR §210.16 (a)(7)]

(8) Establish an advisory board composed of parents, teachers, and students to assist in menu planning; [7 CFR §210.16 (a)(8)]

(9) Obtain written approval of invitations for bids and requests for proposals before their issuance by the State agency. The school food authority must incorporate all State agency required changes to its solicitation documents before issuing those documents [7 CFR §210.16 (a)(9)]

(10) Ensure that the State agency has reviewed and approved the contract terms and that the school food authority has incorporated all State agency required changes into the contract or amendment before any contract or amendment to an existing food service management company contract is executed. Any changes made by the school food authority or a food service management company to a State agency pre-approved prototype contract or State agency approved contract term must be approved in writing by the State agency before the contract is executed. When requested, the school food

Lyon County School District – RFP# 290-02-2025 Page 8 of 57 authority must submit all procurement documents, including responses submitted by potential contractors, to the State agency, by the due date established by the State agency. [7 CFR 210.16 (a)(10)]

(11) Shall administer the application process for all free and reduced-price meals and shall establish and notify parents and guardians of program criteria for eligible students. The SFA shall be responsible for verifying applications for Free and Reduced-Price Meals as required by USDA regulations. The SFA will ensure that no child is discriminated against on the basis of race, color, national origin, age sex or disability. Both the SFA and the FSMC shall be responsible for protecting the anonymity of students receiving free or reduced-price meals. [7 CFR§245.6]

(12) Every school year, the SFA with more than one school shall perform no less than one on-site review of the lunch counting and claiming system employed by each school under its jurisdiction. The on-site review shall take place prior to February 1 of each school year. Further, if the review discloses problems with a school's meal counting or claiming procedures, SFA shall: ensure that the school implements corrective action; and, within 45 days of the review, conduct a follow-up on-site review to determine that the corrective action resolved the problem. Each on-site review shall ensure that the school's claim is based on the counting system authorized by the State agency under 7CFR§210.7(c) of this part and that the counting system, as implemented, yields the actual number of reimbursable free, reduced price and paid lunches, respectively, served for each day of operation. [7 CFR§210.8(a)(1)]

#### METHOD OF APPROACH AND IMPLEMENTATION PLAN

The SFA participates in the NSLP, SBP, ASCS, SFSP, and surplus USDA Foods are available for use in the selected program(s), and it is the intent of the SFA that such items will be included in menus to the greatest extent possible.

#### 1. Food Purchase Specifications.

A. Whether the SFA conducts its own procurement, or if the FSMC procures products on behalf of SFA, the FSMC may not require any additional liability coverage, regardless of dollar value, beyond that which SFA would require under procurements not involving FSMC.

- B. The FSMC bills the SFA for all items when purchased. The FSMC will act as the purchasing agent and will be responsible for purchasing all food items and supplies, required for the Child Nutrition Program (CNP). Food quality must meet or exceed the requirements specified in the Child Nutrition Program Food Buying Guide (https://foodbuyingguide.fns.usda.gov/). The FSMC will purchase quality products at the lowest possible cost utilizing existing contracts in place by the FSMC at the corporate level. All purchases generated by the FSMC upon District approval, must adhere to the federal CNP procurement regulations in 2 CFR 200 and 7 CFR 210.21 and will adhere to Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a new provision, Section 12(n) of the NSLA (42 USC 1760(n)), requiring SFAs to purchase domestically grown and processed foods, to the maximum extent practicable. Purchases made in accordance with the Buy American provision must still follow the applicable procurement rules calling for free and open competition. The FSMC shall purchase all food and non-food at the lowest price possible consistent with maintaining quality standards and service. The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the SFA's food service program. Specifications shall cover items such a grade, purchase units, style, condition, weight, ingredients, formulations, and delivery time. 210.16(c)(3)
- C. Per USDA guidance, the procurement plan must outline the specific procedures per 2CFR Part 200 for program operators 2CFR 318 (a). Specifically, the plan must follow the types of procurement available: micro purchase, small purchase, and formal procurement methods. The plan must prohibit the acquisition of unnecessary or duplicative items per 2CFR 218(d). The plan must also ensure all solicitations incorporate a clear and accurate description for the material, product, or service to be procured. It must not be duly restrictive as to limit competition; it must also take steps to assure that small minority and women's business are used when possible.
- D. Per 2CFR Part 200.3189(c)(1) the non-Federal entity must maintain written standard of conduct covering conflicts of interest and to govern the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. The code of conduct must also provide for disciplinary action for violations by officers, employees, or agents (2CFR 200.318 (c)1.

C. The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the

Lyon County School District – RFP# 290-02-2025 Page 9 of 57 market value of the USDA Foods or commodities used on the invoice. The FSMC must state the estimated food costs on Attachment 7.6. The FSMC shall provide a sample invoice in the offer that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements.

Beef	USDA inspected	Fresh fruits	US Fancy
Poultry	USDA inspected	Canned fruits	US Fancy
Variety meats	High quality	Canned vegetables	US Fancy
Dairy products	Grade A	Frozen fruits	High quality
Eggs	Fresh Grade A	All other items	High quality
Fish	Government Inspected		

D. Free and reduced-price lunches are provided to pupils who qualify, as determined by the USDA guidelines. Occasionally, special food services are requested for functions other than the regular lunch periods. Interested FSMCs should include in the offer a provision for accommodating such special requests. LYON COUNTY SCHOOL DISTRICT does have a catering department and the successful FSMC is expected to manage this program as well.

E. Successive menus must offer the same level of quality, variety and nutritional value as the first 21-day proposed menu. The FSMC shall ensure compliance with the SFA's Agreement with the Nevada Department of Agriculture (NDA).

#### 2. Menu Plan.

A. Include a copy of a 21-day or 42-day (if applicable) cycle menu developed in accordance with the meal pattern requirements specified in 7CFR§210.16(b)(1). This menu will be used as a basis for projecting costs. The FSMC must adhere to the FSMC developed menu for the first 21-days of meal service. The menu shall meet the requirements stated in Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). Changes thereafter may be made with the approval of the SFA. 7CFR§210.16(b)(1) Complete Attachments 7.7 & 7.8.

B. The FSMC shall provide a reimbursable lunch and breakfast meal pattern which meets the nutrition standards stated in section 201 of the Healthy, Hunger-Free Kids Act of 2010 (Pub. L. 111-296, HHFKA) amended Section 4(b) of the NSLA, 42 USC 1753(b). Refer to Exhibit C titled "Meal Patterns – School Breakfast and School Lunch" for meal pattern requirements. In addition, provide a reimbursable supper, lunch and snack following meal patterns for programs: SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20 when applicable.

C. FSMC may not change or vary the menus after the first menu cycle for the NSLP, SBP, ASCS, SFSP or the a la carte items without written approval of SFA. SFA shall approve the menus no later than two weeks prior to service. (Reference 7CFR§210.16) Any changes or variances requested by FSMC for substitutions to SFA menu of lower quality food items shall be justified and documented in writing. FSMC must maintain documentation for substitutions and justification of lower quality food items for the records retention period that is applicable to food production records and shall make such documentation available to SFA, NDA and USDA for review upon request. (7CFR§210.16(b)(1)) The FSMC has the option to select the NSLP meal pattern for all Child Nutrition Programs (NSLP, SFSP, and CACFP). The FSMC must select which meal pattern requirements it will choose outside of NSLP when applicable. The options for program meal patterns to follow: SFSP, 7 CFR 225.16 and CACFP 7 CFR 226.20.

D. The FSMC will use strategies to keep costs low and quality high to prepare and serve a variety of high quality, wholesome, and nutritious foods and beverages for students, faculty, staff, employees, and others as chosen by the SFA. 7CFR§210.10(a)

E. As applicable, any additional items served by the FSMC shall comply with 7CFR§210.11, Competitive food service and standards, and any other nutrition standards for all foods sold in school implemented as a requirement under the Healthy, Hunger-Free Kids Act of 2010. Additionally, the SFA and FSMC shall agree to detailed a-la-carte specifications for each a-la-carte item included in the 21-day cycle menu; at a minimum, such specifications shall include:

(1) A recipe for each menu item that includes the total yield, portion size, ingredients and all USDA required nutrient information;

- (2) The identity of all branded items that may be used in the meal/a- la-carte, vending, school stores, etc.; and
- (3) Whenever possible, the grade, style and condition of each food item and other information that indicates the acceptable level of quality for each food item.

F. The FSMC shall implement an accurate point of service count using the counting system submitted to NDA by the SFA as indicated in the policy statement. The counting system must eliminate the potential for the overt identification of free and reduced-price eligible students under USDA Regulation. 7CFR§245.8.

Lyon County School District – RFP# 290-02-2025 Page 10 of 57 G. The FSMC shall identify, near or at the beginning of the serving line and prior to the Point of Service, all the food items that constitute a reimbursable meal at both breakfast and lunch. This is intended to assist students in selecting the meal components that comprise the reimbursable meal and in the appropriate quantities. 7CFR210.10(a)(2).

H. The FSMC will promote the nutritional education aspects of the SFA food service wellness program and cooperate in the efforts of the SFA to coordinate these aspects with classroom instruction. The FSMC must provide detailed information about the FSMC's philosophy regarding promotion (increasing awareness and participation) of the school food service program.

I. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools as stated on Attachment 7.1. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other school districts.

J. The FSMC must select a cooking method to produce healthy food which meets the standards of the Child Nutrition Program.

K. The FSMC shall ensure compliance with a food safety management system that complies with the Hazard Analysis and Critical Control Point (HACCP) principles or meets the USDA guidance for developing a process approach to HACCP. Public Law 108-265. The FSMC will submit a HACCP plan in the offer.

#### 3. Accounting Systems and Records.

A. The SFA will designate by name and title, the employee who will be responsible to supervise and audit all financially related operations of the FSMC pertinent to the SFA. All deposits will be provided to the SFA, by the FSMC, in bags, with completed deposit tickets organized by school, to be deposited into the SFA account.

B. The FSMC shall have a detailed internal accounting process as described on of the offer. This should include, at a minimum:

- (1) Detailed inventory control for storage areas, including USDA Foods;
- (2) Accounting controls;
- (3) Method of recording, checking and reporting sales;
- (4) Internal control of cash handling;
- (5) Internal audit system;
- (6) All regular accounting forms used, with explanation of each;
- (7) Account periods;
- (8) Detailed description of showing credits and rebates on invoices and the method used to reach those amounts; and
- (9) Data collection for purposes of evaluating the effectiveness of new and current programs.

C. The FSMC shall have a policy on how the meals will be served and how proper, accurate pupil participation records will be maintained.

#### 4. Cost Controls and Fees.

A. Each FSMC shall have a plan for controlling costs which includes:

(1) Previous record on meeting budgets and estimating costs;

(2) Management and accounting tools that the FSMC will implement to monitor cost controls, revenue, meal counts, and productivity;

(3) Outline the number of weeks the FSMC Management will work, the number of Management vacation days and number of Management leave days that will be charged the SFA;

(4) Amount of any bonus the FSMC will provide to the management staff, which will be charged to the SFA; and

(5) Identify what the management staff performance guarantee will be.

## SECTION 3: SPECIAL TERMS AND CONDITIONS

#### **INSURANCE REQUIREMENTS**

Contractor and subcontractors shall procure and maintain, until all of their obligations have been discharged, including any warranty periods under this Contract are satisfied, insurance against claims for injury to persons or damage to property, which may arise from, or in connection with, the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. SFA in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

A. Minimum Scope and Limits of Insurance: Contractor shall provide coverage with limits of liability not less than those stated below.

(1) Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability.

• General Aggregate\$5,000,000• Products - Completed Operations Aggregate\$1,000,000• Personal and Advertising Injury\$1,000,000• Blanket Contractual Liability - Written and Oral\$1,000,000• Fire Legal Liability\$50,000• Each Occurrence\$1,000,000

(a) The policy shall be endorsed to include the following additional insured language: "Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."

(b) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and must be approved by Lyon County School District and must include the following:

- Premises-Operations
- Independent Contractor's Protection
- Products and Completed Operations
- Broad Form Property Damage
- Personal Injury (with Employee Exclusion deleted)
- Blanket Contractual Liability
- Property Damage Liability

(2) Business Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL)

\$1,000,000

(a) The policy shall be endorsed to include the following additional insured language: "Lyon County School District its departments, boards of trustees, officiers, officials, agents, employees, and volunteers shall be named as additional insured with respect to liability arising out of the activities performed by or on behalf of the Contractor."

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(b) Policy shall contain a waiver of subrogation against the SFA, as departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(c) Policy shall be with an insurance carrier(s) licensed to do business in the State of Nevada and having a current A.M. Best rating of A-: VII or better and approved by Lyon County School District.

#### (3) Worker's Compensation and Employers' Liability

Em	ployers' Liability	Statutory
٠	Each Accident	\$500,000
٠	Disease – Each Employee	\$500,000
٠	Disease – Policy Limit	\$1,000,000

(a) Policy shall contain a waiver of subrogation against the SFA, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

(b) For fixed fee contracts all insurance costs must not be billed separately. Insurance costs must be included in fixed fee.

(c) Worker's Compensation shall be included in the fixed fee, and not billed separately.

(4) Professional Liability Insurance

During the life of the contract, FSMC shall maintain Professional Liability (Errors and Omissions) Insurance with minimum limits of at least one million dollars (\$1,000,000) per occurrence. This insurance required may be provided under primary policies or by a combination of primary and excess policies.

B. Additional Insurance Requirements: The policies shall include, or be endorsed to include, the following provisions:

- (1) Lyon County School District its departments, boards of trustees, officers, officials, agents, employees, and volunteers wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.
- (2) The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
- (3) Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

C. Notice of Cancellation: Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the SFA. Such notice shall be sent directly to the SFA office and shall be sent by certified mail, return receipt requested.

D. Acceptability of Insurers: Insurance is to be placed with duly licensed or approved non-admitted insurers in the State of Nevada with an "A.M. Best" rating of not less than A-VII. The SFA in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. Verification of Coverage: Contractor shall furnish the SFA with certificates of insurance (ACORD form or equivalent approved by the SFA) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insure to bind coverage on its behalf.

(1) All certificates and endorsements are to be received and approved by the SFA before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

(2) All certificates required by this Contract shall be sent directly to the SFA office. The SFA project/contract number and project description shall be noted on the certificate of insurance. The SFA reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time.

F. Subcontractors: Contractors' certificate(s) shall include all subcontractors as insured under its policies or Contractor shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.

Lyon County School District – RFP# 290-02-2025 Page 13 of 57 G. In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the contractor or sub-contractor(s) is/are an SFA agency, board, commission, or university, none of the above shall apply.

H. No insurance will not be billed separately. Insurance must be included in the administration fee.

#### **CONTRACT TERM**

- A. The term of this Contract shall commence on the date the SFA signs the Offer and Award Form, signifying the SFA's acceptance of the Offeror's proposal, but no earlier than July 1, 2025. The contract will remain in effect for a term of twelve (12) months, unless terminated, canceled, or extended as otherwise provided herein, After the initial term, the contract may be renewed for up to four (4) additional one (1) year terms. If all renewals are executed, this agreement but will run no later than June 30, 2030. [7CFR§210.16(d)]
- B. The contract must be one year with the option to have three additional one-year extensions.
- C. The total duration of this Contract, including the exercise of any options under this provision, shall not exceed four (4) years.
- D. Either party may cancel for cause with 90-day notification.

E. Termination for Cause: The contract may be terminated for cause and for convenience by the SFA. [2 CFR §200 (B)]

F. Non-Performance Sanction: If contractors violate or breach contract terms, the SFA can place administrative, contractual, or legal remedies, sanctions and penalties as may be appropriate. 7CFR§210.16(b)(2) and 2 CFR 200 (A).

G. Contract Termination: Upon the service ending by either contract expiration or termination, it shall be incumbent upon the FSMC to cooperate fully with the replacement FSMC. If the SFA is returning to a self-operated food service, the FSMC shall ensure a smooth and timely transition. The FSMC will purchase back unused supplies from SFA at the termination of the Contract in order to prevent overbuying.

#### PRICING TERMS

A. Prices shall be firm for the term of the contract. Prices as stated must be complete for the services offered and shall include all associated costs. DO NOT include sales tax on any item in the offer.

B. Pricing for SFSP may be requested by the SFA as an option, which may be exercised during each school year. Prices as stated must be complete for the services offered and shall include all associated costs. Offerors are to utilize the demographics provided to determine pricing, taking bonding requirements into consideration, as identified in this section, paragraph 45.

C. The SFA will retain control for the establishment of all prices, including price adjustments, for meals served under the nonprofit school food service account, e.g., pricing for reimbursable meals, ala carte service including vending machines and adult meals.

D. The SFA and the FSMC shall work together to ensure a financially sound operation. The FSMC will provide a guarantee and must describe in detail the guarantee conditions, forecasting of cost, and settlement of losses and/or surpluses in this offer. Options include:

(1) Guaranteed No Loss: FSMC guarantees the SFA no loss for the operation of the food service program; or

(2) Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.

(a) Guaranteed conditions not clearly defined shall be the sole responsibility of the FSMC. If the contract is renewed, the guarantee conditions shall apply to subsequent years. The FSMC cannot recover any deficits in subsequent years if contract is renewed. In the event the guarantee conditions stated are not met, the FSMC and SFA must mutually agree upon the new guarantee minimum amount for the Contract.

E. Financial terms of the Contract are based upon existing guarantee conditions stated on in offer. If there is a material change in the conditions, including, without limitations, changes to the guarantee conditions, the contract:

(1) May be terminated at the end of the current term; or

(2) Continue under the same terms as written.

SFA and FSMC must mutually agree upon which option above is exercised.

F. The Procurement Officer may review a fully documented request for a price increase only after the Contract has been in effect for one year. Any requested increase(s) shall be based on a cost increase to the Contractor that was clearly unpredictable at the time of the Offer and is directly correlated to the price of the services contractually covered. A price increase adjustment shall only be considered at the time of a Contract Extension and shall be a factor in the extension review process. SFA reserves the right to tie any requested increase to a mutually agreed upon Consumer Price Index (CPI).

G. All written requests for price adjustments made by the Contractor shall be initiated at least ninety (90) calendar days in advance of any desired price increase. The ninety (90) calendar days advance notice is required to allow the Procurement Officer sufficient time to make a fair and equitable determination to any such request. The Procurement Officer shall determine whether the requested price increase or an alternate option is in the best interest of the SFA.

H. In the event that the FSMC provides management services for the Fresh Fruit and Vegetable Program (FFVP) at any of SFA's Food Service Locations, SFA and FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools. SFA and FSMC further agree that not more than 10% of the total funds awarded to the school and/or schools for operation of the FFVP may be used for administrative expenses.

#### PAYMENTS AND INVOICES

A. No payment for meals shall be made for meals that are spoiled or unwholesome at the time of service, do not meet specifications developed by the SFA, or do not otherwise meet the requirements of this Agreement. No deduction in payment shall be made by the SFA unless the SFA notifies the FSMC in writing within 48 hours of the meal service for which the deduction is to be made, specifying the number of meals for which a deduction is to be made and describing the reasons for the deduction. 7CFR§210.16(c)(3)

B. The FSMC purchases must be in compliance with standards and specifications in the RFP and in cost-reimbursable contracts and the prices charged to the SFA must be reasonable and necessary. Any silence, absence or omission from the contract specifications concerning any point must be regarded as meaning that only the best commercial practices are to prevail and only material (food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

C. In fixed fee contracts, the FSMC shall fully discloses all discounts, rebates, allowances and incentives received by the FSMC from its suppliers. If the FSMC receives a discount, rebate, allowance, or incentive from any supplier, the FSMC must disclose and return to the SFA the full amount of the discount, rebate, or applicable credit that is received based on the purchases made on behalf of the SFA. The FSMC must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, rebate, or in the case of other applicable credits, the nature of the credit. 7CFR§210.21(f)(1)(iv). USDA Foods must be used to the maximum extent practical.

D. The FSMC must document the value of all USDA Foods used in the school year (including both entitlement and bonus food) and including the value of USDA Foods contained in processed end products. USDA Foods used shall be recorded on the monthly bill/invoice as a separate line item and shall be clearly identified and labeled. The value must include the Federal value, processing fees and shipping and handling fees. This amount will be itemized, totaled, and deducted from the monthly invoice.

E. The following are the minimum allowable definitions for a pattern meal eligible for reimbursement.

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(2) For non-reimbursable meals the number of meal equivalents shall be determined by dividing the total of all sales, except reimbursable meal sales (including cash for adult meals, a la carte meals and special functions or catering), by the approved free lunch reimbursement rate plus the per meal value of commodities for the current school year.

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- F. The following functions are the FSMC's responsibility, and will be included in the fixed fee per meal:
  - 1. Corporate supervision
  - 2. Quarterly financial reporting, forecasting and analysis in person
    - a. Meals per labor hour, Guarantee Tracker, Menu participation analysis, and advisory committee recommendations etc.
  - 3. Annual preparation of Federal Food Service Fund Budget due May 1st
  - 4. Field auditing
  - 5. Marketing Assistance
  - 6. Purchasing administration

G. The FSMC shall submit a separate billing for food, supplies and labor for special functions conducted outside of the non-profit SFA service account to prevent double billing.

H. The billing claim information will be sent to the SFA promptly at the end of each month. 7CFR\$210.16(c)(1) The SFA shall pay all amounts when due, but if the SFA does not pay when due, no interest can be paid to the FSMC from the Child Nutrition Program.

I. The FSMC shall provide the SFA with monthly, quarterly and year-end statements. The monthly meetings are to be held in person with FSMC Director and SFA Fiscal Services Officer. Quarterly and year-end meetings are to be held in person with FSMC and SFA leadership to discuss the financial health of the program as well as equipment rotation, menu, and operational enhancements.

J. The SFA is the responsible authority without recourse to USDA or NDA for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims or other matters of a contractual nature. [7CFR§225.6 (g)(2)(ix)]

K. Every payment obligation of the SFA under this Contract will be contingent upon the availability of funds appropriated or allocated for the payment of such obligation. If funds are not allocated and available for the continuance of this contract, this contract may be terminated by the SFA at the end of the period for which funds are available. No liability shall accrue to the SFA in the event this provision is exercised, and the SFA shall not be obligated or liable for any future payments or for any damages as a result of termination under this paragraph.

#### **CLAIM LIABLITY**

A. The FSMC accepts liability caused by the FSMC's negligence or for claims assessed as a result of Federal/State reviews/audits, corresponding with the FSMC's period of liability.

B. SFA shall be responsible for ensuring the resolution of Program reviews and audit findings. FSMC shall fully cooperate with SFA in resolving review and audit issues, and FSMC shall indemnify SFA for any fiscal action, claims, losses or damages, fault, fraud, required repayment or restoration of funds, including reasonable attorney's fees incurred in defending or resolving such issues, that results from FSMC's intentional or negligent acts.

C. The FSMC accepts liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. In the event the SFA is assessed a fine or penalty, as the result of an unsatisfactory or failed food service audit, the FSMC will be responsible for paying one hundred percent (100%) of the fine or penalty as a result of negligence on behalf of the FSMC. If this situation should occur, the FSMC agrees to reduce their management fee charged to the SFA, accordingly, so that their respective percentage of the fine or penalty will be satisfied and paid in full within a reasonable amount of time which will be determined at the discretion of the SFA.

D. The SFA and the FSMC must provide all documents as necessary for the independent auditor to conduct SFA's single audit.

#### FEDERAL PROVISIONS

A. Buy American Provision. The FSMC will purchase, to the maximum extent practicable, domestic commodities or products in accordance with 7CFR§210.21(d). The SFA and the FSMC shall purchase, to the maximum extent practicable, domestic agricultural commodities or products substantially processed in the United States. "Substantially" means the final processed product contains over 51% domestically grown agricultural commodities. This provision applies to all food purchases paid from the nonprofit school food services account.

1. The Sponsor participates in the NSLP and SBP and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A "domestic

Lyon County School District – RFP# 290-02-2025 Page 16 of 57 commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d).

- 2. Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request.
- 3. To be considered for the alternative or exception, Vendor must submit request in writing to Sponsor and be approved. Approval will be retained with purchase records. The request must include the:
  - a. Alternative substitute (s) that are domestic and meet the required specifications:
    - i. Price of the domestic food alternative substitute (s); and
    - ii. Availability of the domestic alternative substitute (s) in relation to the quantity ordered.
  - b. Reason for exception: limited/lack of availability or price (include price):
  - c. Price of the domestic food product; and
  - d. Price of the non-domestic product that meets the required specification of the domestic product.
- 4. Documentation will be maintained by the FSMC to demonstrate the use of exceptions. The NDA Buy American Exception Form can be utilized for documentation.
- 5. Documentation will be maintained by the FSMC to demonstrate compliance with the limitation on the percent of total commercial food costs from non-domestic foods per 7 CFR 210.21(d)(5) and & CFR 220.16(d)(5). The USDA's Exceptions Tracking Standards Form can be utilized to document cap.
- **B.** Local Wellness Policy- WIC Reauthorization Act of 2004 and Healthy, Hunger-Free Kids Act of 2010. The FSMC will ensure compliance with Federal legislation requiring every SFA participating in the NSLP, SBP or SMP to develop, implement, and assess a local wellness program. Public Law 108-265, Section 204 (2004) and Public Law 111-296, Section 204 (2010). The sponsor must complete the annual assessment by school site per the State of Nevada Wellness Policy requirements.
- C. Equal Employment Opportunity. The FSMC shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapters 60). 2 CFR 200 (C).
- **D.** Affordable Care Act. Offeror understands and agrees that it shall be solely responsible for compliance with the patient Protection and Affordable care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act, Public Law 111-152 (collectively the Affordable care Act "ACA"). Offeror shall bear sole responsibility for providing health care benefits for its employees who provide services to the School District/Public Entity as required by state or federal law.
- E. Contract Work Hours and Safety Standard Act. The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327–330) as supplemented by Department of Labor regulations (29 CFR Part 5). 2 CFR 200 (E).
- F. USDA Rights. The FSMC acknowledges that the USDA has copyrights, Patent Rights in Data and Reporting of Discoveries and Intervention. 2 CFR 200 (F).

#### G. Trade Secrets.

1. During the term of this Contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of FSMC, including menus, recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by FSMC) and similar compilations regularly used in FSMC business operations ("Trade Secrets"). The SFA shall not disclose any of the FSMC's Trade Secrets or other confidential information, directly or indirectly, during or after the term of this Contract. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of this Contract. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures and methods. Without limiting the foregoing and except for software provided by SFA.

In the event of any breach of this provision, the FSMC shall be entitled to equitable relief, including an injunction or specific performance, in addition to all other remedies otherwise available. All of the SFA's obligations under this section are subject to SFA's obligations under the Freedom of Public Information Act and any other law that may require SFA to use, reproduce or disclose FSMC confidential information. This provision shall survive termination of this Contract.

2. During the term of this Contract, the FSMC may have access to SFA confidential information ("SFA Confidential Information"), including student identifiable confidential information that is protected from disclosure by federal law (42

Lyon County School District – RFP# 290-02-2025 Page 17 of 57 U.S.C. §1758(b)(6)). The FSMC agrees to hold any SFA Confidential Information in confidence during the term of this Contract and thereafter. The FSMC further agrees that the FSMC has no independent rights to this information and will not make any SFA Confidential Information available in any form to any third party or use Confidential Information for any purpose other than the performance of the FSMC's obligations under this Contract. The FSMC will use reasonable security measures to protect SFA's Confidential Information from unauthorized access, use or disclosure and ensure that SFA's Confidential Information is not disclosed or distributed in violation of the terms of this Contract. Immediately upon the termination or expiration of this Contract, the FSMC shall return to the SFA any copies of the SFA's Confidential Information in all forms, partial and complete, in all types of media and computer memory, and whether or not modified or merged into other materials.

- H. Clean Air Act, Clean Water Act, and Environmental Protection Agency Regulation. The FSMC will comply with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act, Executive Order 11738 and Environmental Protection Agency regulations which prohibit the use, under nonexempt federal contracts, grants or loans to facilities included on the EPA List of Violating Facilities. The SFA will report all violations to NDA and to the USEPA Assistant Administrator for Enforcement 2 CFR 200 (G).
- I. Energy Policy and Conservation Act. The FSMC shall meet the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act. (Pub. L. 94–163, 89 Stat. 871. 2 CFR 200 (H).
- J. Debarment, Suspension, Ineligibility and Voluntary Exclusion. The FSMC shall sign the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion from participating in Federal contracts/grants/awards. (Complete Attachment 2) [7CFR§3017.100] The FSMC shall comply with regulations implementing Office of Management and Budget Guidance in Non-procurement Debarment and Suspension codified at 2 CFR Part 180 and 2 CFR Part 417. These regulations restrict transactions with certain parties that are debarred, suspended or otherwise excluded from, or ineligible for, participation in Federal assistance programs or activities. *A new certification is required for each renewal period*.
- K. Certification Regarding Lobbying. Pursuant to 31 USC 1352, the FSMC must submit a certification regarding lobbying which conforms in substance with the language provided in 7CFR§3018. No appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative Agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions. (Complete Attachment 3) [7CFR§3018.100] *A new certification is required for each renewal period.*
- L. Disclosure of Lobbying Activities. Pursuant to 31 USC 1352, the FSMC must disclose lobbying activities in connection with school nutrition programs. If there are material changes after the initial filing, updated reports must be submitted on a quarterly basis. (Complete Attachment 3) [7CFR§3018.100] *A new certification is required for each renewal period.*
- M. Civil Rights Compliance. FSMC shall ensure compliance that in the operation of the Program, no child shall be denied benefits or be otherwise discriminated against because of race, color, national origin, age, sex, or disability. State agencies and school food authorities shall comply with the requirements of: Title VI of the Civil Rights Act of 1964; title IX of the Education Amendments of 1972; section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Department of Agriculture regulations on nondiscrimination. [7CFR§210.23(b)]
- N. Civil Rights Assurance: The program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28 CFR Part SO.3 and 42; and FNS directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effect uate this agreement.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review such records, books, and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as

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long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the Program applicant.

- **O.** Compliance with Program Regulations. The FSMC shall be in conformance with the applicable portions of the SFA's agreement under the program. (7CFR§210.16(a)(2)) The FSMC will conduct program operations in accordance with 7CFR Parts 210, 215, 220, 225, and 250.
- P. Certification of Independent Price Determination. FSMC admits that all prices in this Offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor certification regarding non-collusion. (Complete Attachment 4) *A new certification is required for each renewal period.*
- Q. NSLP and SBP Nutrition Standards. The FSMC shall provide meals that meet the Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). The FSMC must follow the single Food-Based Menu Planning (FBMP) meal patterns as described in 7CFR§210.10 for NSLP and 7CFR§220.8 for SBP. The meal shall include the following components; fruits, vegetables, grains, meat/meat alternates, and fluid milk. The FSMC shall meet grade level caloric, sodium, saturated fat, and trans-fat requirements. Meals patterns for SFSP and CACFP may be applicable if selected and described under SFSP, 7 CFR 225.16 and CACFP, 7 CFR 226.20.

#### LOCATION OF RECORDS

A. All FSMC records pertaining to the SFA should be maintained at the SFA property. The SFA must adhere to the recordkeeping requirements found at 7CFR§210.15.

B. The books and records of the FSMC pertaining to operations under this Agreement shall be available to the SFA at any reasonable time. These records are subject to inspection or audit by representatives of the SFA, State Agency, the US Department of Agriculture, and the US General Accounting Office at any reasonable time and place. The FSMC shall maintain such records, for a period of not less than seven (7) years after the final day of the contract, or longer if required for audit resolution or other legal requirement. 7CFR§210.16(c)(1) and 2 CFR 200.

C. The FSMC shall not remove federally required records from SFA premises upon the expiration or termination of this Contract.

#### **PROHIBITIONS**

- A. Provisions that permit all income and expenses to accrue to the FSMC and "cost-plus-a-percentage-of-cost" and "cost-plus-a-percentage-of-income" provisions are prohibited. 7CFR §210.16(c)
- B. Duplicate Fees: Fee structures that permit a FSMC to bill management fees and charge the same cost as those included in the fixed fee are prohibited.
- C. Clauses that limit the selection of vendors to only FSMC approved vendors are prohibited.

D. An acceleration clause that has a provision (multi-year) that requires full payment (e.g. program equipment purchases) if the contract is renegotiated, is prohibited.

E. Interest payments to the contractor, however represented, including interest payments for equipment purchases, are prohibited.

F. A "guaranteed return" provision, unless the "return" remains in the nonprofit food service account, is prohibited. The "return" cannot be contingent upon multi-year contract duration.

- G. Provisions that allow an FSMC to be responsible for any functions that must be retained by the SFA are prohibited.
- H. Automatic renewal of the contract provisions is prohibited.
- I. Provisions, which permit the FSMC to subcontract USDA Foods for further processing, are prohibited.

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#### PROPOSED PERSONNEL REQUIREMENTS

A. Proposed non SFA employees (1 FSMC Nutrition Director, 1 FSMC Asst. Director, 1 Administrative Secretary, 56 nonmanagement food service employees) shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. As these 21 SFA employees depart from the district, the FSMC will proceed to hire as FSMC employees. Refer to Exhibit A for more food service employees' information. The initial FSMC staffing proposal must maintain the current staffing levels for budgetary consistency.

B. The FSMC will provide sufficient, and qualified management, as well as, professional employees to manage the food service operations. All FSMC employees and SFA employees will meet the Professional Standards for State and Local School Nutrition Programs personnel as required by the Healthy Hunger Free Kids Act of 2010 (80FR 11077) 7CFR 201 & 235.

C. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurance and workers' compensation.

D. The Food Service Director assigned to the SFA, if awarded the contract, must have a bachelor's degree in any academic field and at minimum five (5) years of experience managing food services operations at other school districts of comparable size to the SFA. [7CFR§210.30(b)(iii)] The SFA reserves the right to approve the selection of the FSMC's personnel and to refuse any applicants recommended by the FSMC to which the SFA objects.

E. Staffing changes may be initiated by the FSMC only with the prior consent of the SFA, which consent shall not unreasonably be withheld. In effecting staffing changes, the FSMC and the SFA shall work cooperatively in order to achieve the financial requirements and management goals set forth herein. The FSMC may not implement any staffing change, which would limit or abridge any right or privilege of any SFA employee pursuant to any applicable collective bargaining agreement. "Staffing Change" shall include any hiring, termination, realignment of positions, change in the number of positions, substantial change in conditions of employment, and other similar staffing change, affecting SFA employees.

F. If provided for in the Offer, SFA and FSMC may transition SFA's food service employees to FSMC's payroll. If transition occurs, FSMC shall give first consideration to current employees of SFA or incumbent contractor when hiring employees to provide services pursuant to this Contract, but FSMC shall not be obligated to hire such employees. SFA shall not pay cost of transferring SFA employees to FSMC payroll. Under a cost-reimbursable contract, after transition occurs, FSMC may charge the cost of transitioned employees to SFA as Direct Costs.

G. The FSMC managers will direct and supervise all food service employees, including employees of the SFA. The FSMC shall maintain safety programs for employees as required. Also, the use of student workers or students enrolled in the SFA is prohibited without prior approval.

H. The FSMC shall obtain SFA approval before awarding any wage increases during the life of the contract.

I. The SFA may require in writing the removal of an employee of the FSMC, who violates health requirements or conducts himself/herself in a manner that is detrimental to the physical, mental or moral wellbeing of students, staff and faculty. The FSMC will have a policy for the removal or suspension of an employee, and procedures to immediately restructure its staff without disruption in service. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of the SFA and all local policies. (Provide the information on Attachment 1)

J. The FSMC shall organize and cooperate with the SFA's Food Service Advisory Board, consisting of students, parents, and SFA staff in developing menus and other food service programs. The FSMC staff shall schedule, keep, and maintain records of the advisory meetings, including sign-in sheets and agenda for the term of this contract and all renewals.

#### PROPOSED PERSONNEL SCHEDULE AND TRAINING

- A. The FSMC shall have a daily staffing schedule of food service employees. The staffing schedule will include a daily listing of employees by school and position description, the daily hours scheduled to work for each employee and the corresponding employee wage rate. Each school-staffing schedule will illustrate the total daily hours and daily cost. The FSMC will have a plan with regards to employment of the existing food service staff. The FSMC will ensure the level of service meets the needs of each school in the SFA.
- B. The FSMC will have a detailed training program for employees, directors, and managers. The training program will include how the FSMC will train its employees to abide by the all policies, rules and regulations with respect to its use of SFA

Lyon County School District – RFP# 290-02-2025 Page 20 of 57 premises. The training program will meet the requirements of the Professional Standard for all School Nutrition Program employees as part of the Healthy Hunger Free Kids Act of 2010. [7CFR 210 & 235 (effective 7/1/15)]

C. FSMC will provide SFA with a detailed work calendar for the upcoming fiscal year to align with Federal Food Service proposed budget in May.

#### **USDA FOODS**

A. Schools and sponsors that participate in the NSLP and SBP are eligible to receive USDA Foods. USDA gives the SFA an entitlement dollar amount each school year based on the number of meals served in Nevada the previous school year. Any USDA Foods received by the SFA and made available to the FSMC shall be used only for the benefit of the SFA's food service operation. No USDA Foods will be used for special functions outside of the NSLP, SBP, and SFSP such as catering. All USDA Foods received by the SFA and made available to the FSMC accrue only to the benefit of the SFA school food service and are fully utilized therein. The FSMC shall create a method where they will pass the value of the USDA Foods used to the SFA as a credit. This credit must be stated monthly on SFA's invoice. 7CFR§210.16(a)(6) The total credit must include the Federal value, processing fees, and shipping and handling fees.

B. The SFA shall retain title to all USDA Foods and the FSMC will conduct all activities relating to USDA Foods for which it is responsible in accordance with 7CFR Parts 250, 210, 220, 225 and 226, as applicable.

C. The SFA shall assure that the maximum amount of USDA Foods is received and utilized by FSMC. 7CFR§210.9(b)(15) The SFA shall coordinate with the FSMC in the selection of USDA Foods; however, the final determination as to the acceptance of USDA Foods will be made by the SFA in accordance with the requirements in 7CFR§250.58 (a). Such coordination in ordering will ensure that only those USDA Foods that can be effectively utilized in the food service are ordered, and that such foods are ordered as early in the school year as possible, in order to ensure their use before the end of the year.

D. The SFA shall ensure that the FSMC has documented the value of all USDA Foods used in the SFA's meal service in the school year. [7CFR§250.51(a)]

E. SFA shall maintain responsibility for procuring processing agreements, private storage facilities, or any other aspect of financial management relating to USDA Foods. [7CFR§250.15]

F. FSMC shall accept and use all donated ground beef and ground pork products, and all processed end products, in SFA's food service program. Upon termination of this Contract, or if this Contract is not extended or renewed, FSMC must return all unused donated ground beef, pork and processed end products to SFA. 7CFR§250.52(c) FSMC further agrees to accept and use all other USDA Foods in SFA's food service. FSMC may use (substitute) commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods, in SFA's food service program. [7CFR§250.51(d)]

G. FSMC is prohibited from entering into any processing contracts utilizing USDA Foods on behalf of the SFA. FSMC agrees that any procurement of end products by FSMC on behalf of SFA will be in compliance with the requirements in subpart C of 7 CFR Part 250 and with the provisions of SFA's processing agreements. FSMC shall credit the SFA for the value of USDA Foods contained in the end products at the processing agreement value. All refunds received from processors must be credited to SFA's Nonprofit School Food Service Account. [7CFR§250.51(a)]

H. FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods. FSMC shall credit SFA for the value of all USDA Foods received for the use in SFA's meal service in the school year, including both entitlement and bonus foods, and including the value of USDA Foods contained in processed end products. The manner in which FSMC shall account for the value of USDA Foods is listed in 7CFR§250.51.

I. Cost-reimbursable: FSMC must itemize, in a separate line item in the regular monthly billing to SFA, the savings resulting from use of USDA Foods based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. FSMC must include a template on how they will report the value of the USDA Foods each month. The SFA will allow crediting to be performed by disclosure; i.e., the FSMC credits the SFA for the value of USDA Foods by disclosing, in its billing for food costs submitted to the SFA, the savings resulting from the receipt of USDA Foods for the billing period. The SFA must also ensure that the method, and timing, of crediting does not cause its cash resources to exceed the limits established in 7CFR§210.9(b)(2) and §250.51(b).

Lyon County School District – RFP# 290-02-2025 Page 21 of 57 J. The SFA must ensure that, in crediting it for the value of USDA Foods used in the meal service, the FSMC uses the donated food values determined by NDA, in accordance with 7CFR§250.58(e) and §250.51(c).

K. In the first year of the contract, the FSMC must integrate the SFA's USDA Foods inventory carried over from the previous year, if the SFA was self-operating in that year.

L. The FSMC is prohibited from cashing out USDA Foods and providing a credit to SFA for USDA Foods. (7CFR§250.13) The FSMC will comply with 7CFR part 250 concerning storage and inventory management of USDA Foods. The FSMC will maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of USDA Foods.

M. The FSMC shall meet the general requirements of storage and requirement management of USDA Foods in 7CFR§250.14(b). The FSMC must ensure that its system of inventory management will not result in SFA being charged for USDA Foods. Failure by the FSMC to maintain the required records under this Contract shall be considered prima facie evidence of improper distribution or loss of USDA Foods.

N. The FSMC shall allow SFA and/or any state or federal representative or auditor, including the Auditor General and USDA, or their duly authorized representatives, to perform onsite reviews of FSMC's food service operation, including the review of records, to ensure compliance with requirements for the management and use of USDA Foods. 7CFR§250.53(a)(10)

O. The FSMC shall maintain records to document its compliance with requirements relating to USDA Foods in accordance with 7CFR§250.54 at least annually. 7CFR§250.53(a)(11)

P. If the FSMC is responsible for receiving shipments on behalf of the SFA and retaining records of receipt of USDA Foods and end products (in accordance with 7CFR§250.54(b)), the SFA must verify receipt of donated food shipments through its electronic records, or by contacting NDA and should not rely solely on the FSMC records.

Q. The FSMC acknowledges that renewal of this Contract is contingent upon the fulfillment of all contract provisions herein relating to USDA Foods. 7CFR§250.53(a)(12)

R. The FSMC shall have a strategy to meet the CFR's for USDA Foods and invoicing on how the FSMC will report the value of the USDA Foods monthly.

S. The SFA requires the FSMC to attempt to use 100% of the USDA Foods in the SFA menus.

T. Upon termination of this Contract, the FSMC must, at SFA's discretion, return other unused USDA Foods to SFA. The value of other unused USDA Foods shall be based on the market value of all USDA donated commodities received for use in SFA's food service. Market value shall be the value set by the NDA, which is the USDA Foods file cost as of a date specified by the NDA, unless otherwise noted. 7CFR§250.51(a)

U. In the final year of the contract, if a FSMC is not able to use all the SFA's USDA Foods before the termination of the contract, the SFA will not return credit to the FSMC for the value of unused USDA Foods. In addition, the FSMC must not remove or retain unused USDA Foods at contract termination.

V. The SFA must ensure that the FSMC is following the requirements of this section through its monitoring of the food service operation, as required in 7CFR parts 210, 225, or 226. The SFA will conduct a reconciliation at least annually (and upon termination of the contract) to ensure that the FSMC has credited it for the value of all donated foods received for use in the recipient agency's food service in the school or fiscal year, including, in accordance with the requirements in 7CFR§250.51(a), the value of donated foods contained in processed end products. The FSMC shall provide all documentation and assistance required by the SFA to complete the reconciliation.

#### **HEALTH CERTIFICATION**

A. The SFA will maintain applicable health certification and assure that all State and local regulations are being met by the FSMC preparing or serving meals at the SFA.

B. The FSMC shall comply with all SFA local and sanitation requirements applicable to the preparation of food. 7CFR§210.16(a)(7). FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.

C. The FSMC will be responsible for maintaining the premises, equipment and facilities in a condition satisfactory to the SFA. The FSMC shall adhere to the standards of cleanliness and sanitary practices as required by the designated Health Department

Lyon County School District – RFP# 290-02-2025 Page 22 of 57 authority, the SFA standards, and USDA standards to insure continual sanitation in all functions and matters related to the food service program.

D. The FSMC shall maintain, in the storage preparation and service of food, proper sanitation and health standards in conformance with all applicable State and local laws and regulations and comply with the food safety inspection requirement. 7CFR§210.9(b)(14) The FSMC must have two (2) Food Safety Inspections completed during the contract period. The FSMC must provide to the SFA the Food Safety Inspection reports by June 30, 2020. (Public Law 108-265).

E. The FSMC shall have State or local health certification for any facility outside the school in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract. 7CFR 210.16(c).

#### **HOUSEKEEPING**

A. At the beginning and termination of the contract, the SFA and FSMC shall jointly take inventory of all food and supplies. However, the inventory of food and operational supplies will remain on the SFA's property. The SFA will furnish the necessary small wares, including trays, dishes, glassware, flatware, serving utensils, and the like, necessary for the FSMC to provide services. FSMC shall be responsible for accounting for any difference between the beginning inventory and the ending inventory and shall compensate SFA for any shortfall in inventory not arising from:

- (1) Normal wear and tear; or
- (2) Theft, fire or other casualty loss beyond the control of FSMC and not arising from the negligence of FSMC or its agents.
- (3) The value of the inventories, except for USDA Foods inventories, shall be determined by invoice cost.

B. The SFA will provide, without cost to the FSMC, suitable office facilities, including furniture and equipment, for use by the FSMC. The SFA will be responsible for the required cleaning and maintenance of dining areas and snack bar seating areas beyond the front edge of the serving lines, as well as periodic cleaning of all ceilings, ceiling fixtures, air ducts, and hood vent systems (as per local ordinance). The SFA will also provide and maintain adequate fire extinguishing equipment for food service areas, provide necessary pest control, and shall be responsible for the removal of refuse from refuse collection centers. The SFA shall, at its sole costs and expense, provide all utilities, including without limitation, proper lighting, electricity, gas, water (hot and cold), and telephone service, necessary for the FSMC to provide service operation and at the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level as specified by SFA.

C. The SFA will replace expendable equipment and replace, repair and maintain nonexpendable equipment except when damages result from the use of less than reasonable care by the employees of FSMC.

D. The SFA shall ensure that food storage, preparation and service are in accordance with the sanitation and health standards established under State and local law and regulations. 7CFR §210.13(a)

E. The SFA/FSMC agrees to provide, install, maintain and operate an information technology system (which may include, but not be limited to, hardware, owned and licensed software and systems support) necessary for the operation of SFA's food service program ("the IT System"). SFA shall provide at its expense a suitable environment, including items such as: heat, air conditioning, phone and utility service as may be reasonably required for the installation, implementation, operation and maintenance of "the IT system."

F. The FSMC shall notify the SFA of any equipment belonging to the FSMC on the SFA premises within ten (10) days of its placement on SFA premises. The FSMC shall comply with all the SFA building rules and regulations. The FSMC shall not use the SFA's facilities to produce food, meals or services for third parties without the approval of SFA. If such usage is mutually acceptable, there shall be a signed agreement that stipulates the fees to be paid by the FSMC to the SFA for such facility usage. Such usage may not result in a cost to the Non-profit Food Service Account. The SFA, on the termination or expiration of this Contract, shall conduct a physical inventory of all equipment, food and supplies owned by SFA. Upon termination of this Contract, FSMC shall surrender to SFA all of SFA's equipment and furnishings used in SFA's Food Service Program in good repair and condition, reasonable wear and tear excepted.

G. During the course of this Contract, title to all SFA food and supplies shall remain with the SFA.

#### ADMINISTRATIVE REVIEW AND PROCUREMENT REVIEW

A. Administrative Review. The FSMC shall meet all Administrative Review (AR) and Procurement Review (PR) requirements. The Administrative Review (AR) is a comprehensive evaluation of school meals programs by the Nevada Department of Agriculture (NDA) of SFAs participating in the NSLP and SBP and includes both Critical and General

Lyon County School District – RFP# 290-02-2025 Page 23 of 57 Areas of Review to assess compliance with regulations and policies applicable to these programs. The FSMC shall provide accurate Administrative Review (AR) information to the SFA and the NDA and ensure that the meal pattern is executed per the regulations.

B. Procurement Review (PR). The procurement of goods and services is a significant responsibility of a school food authority (SFA). Obtaining the most economical purchase should be considered in all purchases when using Federal funds. Federal, state and local laws and regulations specify the procurement methods, terms and conditions SFAs must follow to competitively procure goods and services, award contracts, and oversee contractor performance. (2 CFR 200.318(b)). NDA is required to ensure that SFAs comply with the applicable provisions through audits, procurement reviews, technical assistance, training guidance materials and by other means. (7 CFR 210.19(a)(3))

#### FINANCING OF EQUIPMENT

A. The FSMC may finance equipment for the SFA's Food Service Program in an amount not to exceed \$5,000. The SFA will follow its usual procurement procedures for any transaction that is financed by the FSMC. The FSMC cannot be the vendor for any procurement that it finances for the SFA. The SFA shall repay any financing provided by the FSMC at the rate specified when the equipment was purchased, which sum shall be charged to the SFA as a Direct Cost to the food service program. This information must be documented on in offer. Ownership of the equipment shall at all times remain with the SFA.

B. If the Contract expires or is terminated prior to the complete repayment of the investment, the SFA shall, on the expiration date, or within five (5) days after receipt by either party of any notice of termination under this Contract, either:

- (1) Reimburse the FSMC the unpaid portion of the investment;
- (2) Deliver the equipment or other items funded by the investment to the FSMC; or

(3) Lease purchase the equipment or other items funded by the investment from the FSMC and continue to pay FSMC a monthly payment in the amount specified when the equipment was purchased until the balance of the investment is repaid.

C. In this event, SFA's obligation under the Lease Purchase Agreement with FSMC shall be subject to the SFA's ratification of the rental agreement for each ensuing fiscal year.

#### **E-VERIFY REQUIREMENT**

A. The FSMC warrants compliance with all Federal immigration laws and regulations relating to employees and warrants its compliance.

B. A breach of a warranty regarding compliance with immigration laws and regulations shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the Contract.

C. Failure to comply with a SFA audit process to randomly verify the employment records of FSMC and subcontractors shall be deemed a material breach of the contract and the FSMC may be subject to penalties up to and including termination of the contract.

D. The SFA retains the legal right to inspect the papers of any employee who works on the contract to ensure that the FSMC or subcontractor is in compliance.

#### SAFETY

- A. Offeror, at its own expense and at all times, shall take all responsible precautions to protect persons and the School District/Public Entity property from damage, loss or injury resulting from the activities of Offeror, its employees, its subcontractors, and/or other persons present. Offeror will comply with all specific job safety requirements promulgated by any governmental authority, including without limitation, the requirements of the Occupational Safety Health Act of 1970.
- B. All items supplied on this contract must comply with the current applicable occupational safety and health standards of the State of Nevada Industrial commission, the national Electric Code, and the National Fire Protection Association Standards.
- C. The FSMC agrees to utilize only experienced, responsible and capable employees in the performance of the work. SFA may require that the FSMC remove from the job, by this Contract, employees who endanger person or property or whose continued employment under this Contract is, in the opinion of SFA, not justified due to unacceptable performance of duties, or is inconsistent with the interests of SFA.

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#### **SUBCONTRACTS**

- A. The FSMC may, with the approval of the SFA and NDA, enter into written subcontract(s) for performance of certain functions under the Contract. Subcontractors must be approved in writing by the SFA and NDA prior to the effective date of any subcontract.
- B. The FSMC shall not assign and/or delegate any of the duties and/or responsibilities to process DF under this Contract to any party, either by way of subcontract or any other arrangement, without the prior written consent of the SFA and the NDA. Prior to utilizing the services of any subcontractor under this Contract, the FSMC shall complete and submit to the SFA the NDA a Subcontractor Agreement (Refer to NPA) for each proposed subcontractor. Even if a subcontract is approved, the FSMC remains responsible as prime Contractor to ensure that DF is accounted for and processed according to the terms and conditions contained in this Contract and is obligated to inform the subcontractor of these requirements.
- C. FSMC's certificate(s) shall include all subcontractors as insured's under its policies or FSMC shall furnish to the SFA separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to the minimum requirements identified above.
- D. The FSMC shall fully cooperate with other SFA contractors, subcontractors and assigns and shall carefully plan and perform its own work to accommodate the work of other SFA contractors. The FSMC shall not intentionally commit or permit any act which will interfere with the performance of work by any other SFA contractors.

#### TAXES

A. If during the term of this Agreement any taxes are added or deleted, or there is a revision of an existing law or regulation such that the responsibility for any tax is shifted or altered, any of which results in increased or decreased costs to the FSMC, then the financial terms of this Agreement shall be adjusted to reflect the change in cost retroactive to the commencement of the change. The obligations described in this paragraph shall survive any termination of this Agreement, and will continue until the applicable statute of limitations, including legal extensions, has expired. The SFA and the FSMC shall agree to remain responsible for any liability or assessment, including related interest and penalties, resulting from a tax responsibility of that party, and reasonable collection expense, attorney's fees, and costs incurred in connection with the collection of any such amount from that party.

## **SECTION 4: UNIFORM TERMS AND CONDITIONS**

#### **CONTRACT INTERPRETATION**

A. Nevada Law. The law of Nevada applies to this Contract including, where applicable, the Uniform Commercial Code as adopted by the SFA, Lyon County School District Board Policies and Administrative Regulations, and Nevada Revised Statutes (NRS).

B. Implied Contract Terms. Each Provision of law and any terms required by law to be in this Contract are a part of this Contract as if fully stated in it.

C. Contract Order of Precedence. In the event of a conflict in the provisions of the Contract, the following shall prevail in the order set forth below:

(1) Special Terms and Conditions;

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- (3) Statement of Scope of Work;
- (4) Specifications;
- (5) Attachments;
- (6) Exhibits;
- (7) Special Instructions to Offeror; and
- (8) Uniform Instructions to Offeror

D. Relationship of Parties. The Contractor under this Contract is an independent Contractor. Neither party to this Contract shall be deemed to be the employee agent of the other party to the Contract.

E. Severability. The provisions of this Contract are severable. Any term or condition deemed illegal or invalid shall not affect any other term or condition of the Contract.

F. No Parole Evidence. This Contract is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms used in this document.

G. No Waiver. Either party's failure to insist on strict performance of any term or condition of the Contract shall not be deemed waiver of that term or condition even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.

H. No action involving this RFP or a resulting contract may be brought except in the district and federal courts located in Lyon County, Nevada, USA.

#### **CONTRACT ADMINISTRATION AND OPERATION**

A. Records. The Contractor shall retain and shall contractually require each Subcontractor to retain all data and other records ("records") relating to the acquisition and performance of the Contract for a period of at least seven (7) years after the completion of the Contract. All records shall be subject to inspection and audit at reasonable times. Upon request, the Contractor shall produce a legible copy of any or all such records.

B. Non-Discrimination. The Contractor shall comply with all applicable Federal and State laws, rules and regulations, including the Americans with Disabilities Act.

C. Audit. At any time during the term of this Contract and seven (7) years thereafter, the Contractor's or any Subcontractor's books and records shall be subject to audit by the SFA and, where applicable, NDA, the Federal Government, to the extent that the books and records relate to the performance of the Contract or Subcontract.

D. Inspection and Testing. The Contractor agrees to permit access to its facilities, Subcontractor facilities and the Contractor's processes for producing the materials, at reasonable time for inspection of the materials and services covered under this Contract. The SFA shall also have the right to test, at its own cost, the materials to be supplied under this Contract. Neither inspection at the Contractor's facilities nor testing shall constitute final acceptance of the materials. If the SFA determines non-compliance of the materials, the Contractor shall be responsible for the payment of all costs incurred by the SFA for testing and inspection.

E. Notices. Notices to the Contractor required by this Contract shall be made by the SFA to the person indicated on the Offer and Award form submitted by the Contractor unless otherwise stated in the Contract. Notices to the SFA required by the Contract shall be made by the Contractor to the Solicitation Contact Person indicated on the Solicitation cover sheet, unless otherwise stated in the Contract. An authorized Procurement Officer and an authorized Contractor representative may change their respective person to whom notices shall be given by written notice. An Amendment to the Contract shall not be necessary.

F. Advertising and Promotion of Contract. The Contractor shall not advertise or publish information for commercial benefit concerning this Contract without the prior written approval of the Procurement Officer.

G. Property of the SFA. Any materials, including reports, computer programs and other deliverables, created under this Contract are the sole property of the SFA. The Contractor is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. The Contractor shall not use or release these materials without the prior written consent of the SFA.

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#### COSTS AND PAYMENTS

A. Payments. Payments shall comply with the requirements for Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment from the SFA within thirty (30) days.

B. Delivery. Unless stated otherwise in the Contract, all prices shall be F.O.B. destination and shall include delivery and unloading at the destinations.

#### C. Applicable Taxes.

(1) Payment of Taxes by the SFA. The SFA will pay only the rate and/or amount of taxes identified in the Offer and in any resulting Contract.

(2) State and Local Sales Taxes. The SFA is subject to all applicable state sales and use taxes. Sales taxes apply to the sale and are the responsibility of the seller to remit. Failure to collect taxes from the buyer does not relieve the seller from its obligation to remit taxes.

(3) Tax Indemnification. Contractor and all Subcontractors shall pay all federal, state, and local taxes applicable to its operation and any persons employed by the Contractor. Contractor shall and require all Subcontractors to hold the SFA harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under federal, and/or state and local laws and regulations and any other costs including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.

(4) IRS W-9. In order to receive payment under any resulting Contract, Contractor shall have a current I.R.S. W-9 Form on file with the SFA.

D. Availability of Funds for the Next Fiscal Year. Funds may not presently be available for performance under this Contract beyond the current fiscal year. No legal liability on the part of the SFA for any payment may arise under this Contract beyond the current fiscal year until funds are made available for performance of the Contract. The SFA will make reasonable efforts to secure such funds.

#### **CONTRACT CHANGES**

A. Amendments. This Contract is issued under the authority of the Lyon County School District Board of Trustees and has been signed by an authorized designee. The RFP and any resulting contract is managed and monitored by Executive Director of Operations. Changes to the contract may be modified only through a Contract Amendment within the scope of the Contract signed by SFA's authorized designee. Changes to the Contract, including the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by an unauthorized employee or made unilaterally by the Contractor are violations of the Contract and of applicable law. Such changes, including unauthorized written Contract Amendments, shall be void and without effect, and the Contractor shall not be entitled to any claim to this Contract based on those changes.

B. Subcontracts. The Contractor shall not enter into any Subcontract under this Contract without the advance written approval of the Procurement Officer. The Subcontract shall incorporate by reference the terms and conditions of this Contract.

B. Assignment and Delegation. The Contractor shall not assign any right nor delegate any duty under this Contract without the prior written approval of the Procurement Officer. The Procurement Officer shall not unreasonably withhold approval.

#### RISK AND LIABLITY

A. Risk of Loss. The Contractor shall bear all loss of conforming material covered under this Contract until received by authorized personnel at the location designated in the purchase order or Contract. Mere receipt does not constitute final acceptance. The risk of loss for nonconforming materials shall remain with the Contractor regardless of receipt.

B. General Indemnification. To the extent permitted, the SFA shall be indemnified and held harmless by the Contractor for its vicarious liability as a result of entering into this Contract. Each party to this Contract is responsible for its own negligence.

C. Indemnification - Patent and Copyright. To the extent permitted, the Contractor shall indemnify and hold harmless the SFA against any liability, including costs and expenses, for infringement of any patent, trademark, or copyright arising out of

Lyon County School District – RFP# 290-02-2025 Page 27 of 57 Contract performance or use by the SFA of materials furnished or work performed under this Contract. The SFA shall reasonably notify the Contractor of any claim for which it may be liable under this paragraph.

D. Force Majeure.

(1) Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; flood; lockouts; injections-intervention-acts; or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence.

(2) Force Majeure shall <u>not</u> include the following occurrences:

(a) Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market; or

(b) Late performance by a Subcontractor unless the delay arises out of a force majeure occurrence in accordance with this force majeure term and condition; or

(c) Inability of either the Contractor or any Subcontractor to acquire or maintain any required insurance, bonds, licenses, or permits.

(3) If either party is delayed at any time in the progress of the work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as is practicable and no later than the following working day, of the commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be delivered or mailed certified-return receipt requested, and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended automatically for a period of time equal to the time that results or effects of such delay prevent the delayed party from performing in accordance with this Contract.

(4) Any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by force majeure.

E. Third Party Antitrust Violations. The Contractor assigns to the SFA any claim for overcharges resulting from antitrust violation the extent that those violations concern materials of services supplied by third parties to the Contractor toward fulfillment of this Contract.

#### WARRANTIES

A. Liens. The Contractor warrants that the materials supplied under this Contract are free of liens.

B. Quality. Unless otherwise modified elsewhere in these terms and conditions, the Contractor warrants that for one year after acceptance by the SFA of the materials or services, they shall be:

- (1) Of a quality to pass without objection in the trade under the Contract description;
- (2) Fit for the intended purposes for which the materials or services are used;

(3) Within the variations permitted by the Contract and are of even kind, quality, and quality within each unit and among all units;

(4) Adequately contained, packaged and marked as the Contract may require; and

(5) Conform to the written promises or affirmations of fact made by the Contractor.

C. Fitness. The Contractor warrants that any material or service supplied to the SFA shall fully conform to all requirements of the Solicitation and all representations of the Contractor, and shall be fit for all purposes and uses required by the Contract.

D. Inspection/Testing. The warranties set forth in subparagraphs A through C of this paragraph are not affected by inspection testing of or payment for the materials or services by the SFA.

E. Exclusions. Except as otherwise set forth in this Contract, there are no express or implied warranties or merchant ability fitness.

F. Compliance with Applicable Laws. The materials and services supplied under this Contract shall comply with all applicable federal, state and local laws, and the Contract shall maintain all applicable licenses and permits.

G. Survival of Rights and Obligations after Contract Expiration or Termination.

Lyon County School District – RFP# 290-02-2025 Page 28 of 57 (1) Contractor's Representations and Warranties. All representations and warranties made by the Contractor under this Contract shall survive the expiration of termination hereof. In addition, the parties hereto acknowledge that, the SFA is not subject to or barred by any limitations of actions.

(2) Purchase Orders. The Contractor shall, in accordance with all terms and conditions of the Contract, fully perform and shall be obligated to comply with all purchase orders received by the Contractor prior to the expiration or termination hereof, unless otherwise directed in writing by the Procurement Offices, including, without limitation, all purchase orders received prior to but not fully performed and satisfied at the expiration or termination of this Contract.

#### SFA CONTRACTUAL REMEDIES

A. Right to Assurance. If the SFA in good faith has reason to believe that the Contractor does not intend to, or is unable to perform or continue performing the Contract, the Procurement Officer may demand in writing that the Contractor give a written assurance of intent or ability to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at the SFA option, be the basis for terminating the Contract under the Uniform General Terms and Conditions.

#### B. Stop Work Order.

(1) The SFA may, at any time, by written order to the Contractor, require the Contractor to stop all or any part, of the work called for by this Contract for a period of up to ninety (90) days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage.
 (2) If a stop work order issued under this clause is canceled or the period of the order or any extension expires, the Contractor shall resume work. The Procurement Officer shall make an equitable adjustment in the delivery schedule or Contract price, or both, and the Contract shall be amended in writing accordingly.

C. Non-exclusive Remedies. The rights and the remedies of the SFA under this Contract are not exclusive.

D. Nonconforming Tender. Materials supplied under this Contract shall fully comply with the Contract. The delivery of materials or a portion of the materials in an installment that do not fully comply constitutes a breach of Contract. On delivery of nonconforming materials, the SFA may terminate the Contract for default under applicable termination clauses in the Contract, exercise any of its remedies under the Uniform Commercial Code, or pursue any other right or remedy available to it.

E. Right to Offset. The SFA shall be entitled to offset against any sums due the Contractor, any expenses or costs incurred by the SFA or damages assessed by the SFA concerning the Contractor's nonconforming performance or failure to perform the Contract, including expenses, costs and damages described in the Uniform General Terms and Conditions.

#### **CONTRACT TERMINATION**

A. Cancellation for Conflict of Interest. The SFA may cancel this Contract any time after Contract execution without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of the SFA is, or becomes at any time while the Contract or an extension the Contract is in effect, an employee of or a consultant to any other party to this Contract with respect to the subject matter of the Contract. The cancellation shall be effective when the Contractor receives written notice of the cancellation unless the notice specifies a later time.

B. Gratuities. The SFA may, by written notice, terminate this Contract, in whole or in part, if the SFA determines that employment or gratuity was offered or made by the Contractor or a representative of the Contractor to any officer or employee of the SFA for the purpose of influencing the outcome of the procurement or securing the Contract, an Amendment to the Contract, or favorable treatment concerning the Contract, including the making of any determination or decision about Contract performance. The SFA, in addition to any other rights or remedies, shall be entitled to recover exemplary damages in the amount of three (3) times the value of the gratuity offered by the Contractor.

C. Suspension or Debarment. The SFA may, by written notice to the Contractor, immediately terminate this Contract if the SFA determines that the Contractor has been debarred, suspended or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a Subcontractor of any public procurement unit or other governmental body.

D. Termination for Convenience. The SFA reserves the right to terminate the Contract, in whole or in part at any time, with a 120-day notice when in the best interests of the SFA without penalty or recourse. The Contractor shall stop all work, as directed in the notice, notify all Subcontractors of the effective date of the termination and minimize all further costs to the SFA. In the event of termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA. The Contractor shall be entitled to receive just and equitable compensation

Lyon County School District – RFP# 290-02-2025 Page 29 of 57 for work in progress, work completed, and materials accepted before the effective date of the termination. The cost principles and procedures provided shall apply.

E. Termination for Default.

(1) In addition to the rights reserved in the Uniform Terms and Conditions, the SFA reserves the right to terminate the Contract in whole or in part due to the failure of the Contractor to comply with any term or condition of the Contract, to acquire and maintain all required insurance policies, bonds, licenses and permits, or to make satisfactory progress in performing the Contract. The Procurement Officer shall provide written notice of the termination and the reasons for it to the Contractor. At the SFA's sole discretion, the SFA may offer a period of time for the Contractor to cure the breach. If such a period of time is offered, the contract will be terminated only if the Contractor fails to cure the breach in the time specified by the SFA.

(2) Upon termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the SFA.

(3) The SFA may, upon termination of this Contract, procure, on terms and in the manner that it deems appropriate, materials and services to replace those under this Contract. The Contractor shall be liable to the SFA for any excess costs incurred by the SFA re-procuring the materials or services.

F. Continuation of Performance through Termination. The Contractor shall continue to perform, in accordance with the requirements of the Contract, up to the date of termination, as directed in the termination notice.

#### **GIFT POLICY**

A. The SFA will accept no gifts, gratuities or advertising products from vendors. The SFA has adopted a zero-tolerance policy concerning vendor gifts. The SFA may request product samples from vendors for official evaluation with disposal of those said samples at the discretion of the Procurement Officer.

#### **INTEGRITY OF OFFER**

A. By signing this Offer, the Offeror affirms that the Offeror has not given, nor intends to give any time hereafter any economic opportunity, future employment, gift, loan gratuity, special discount, trip favor, or service to any employee of the School District/Pubic Entity in connection with the submitted Offer. Failure to sign the Offer, or signing it with a false statement, shall void the submitted offer or any resulting contract.

#### **OFFSHORE PERFORMANCE**

A. Due to security and identity protection concerns, direct services under any subsequent contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the school district(s) or charter school(s) or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the school district/charter school shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.

#### **CONTRACTOR'S EMPLOYMENT ELIGIBLITY**

- A. By entering the contract, contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal immigration laws and regulations.
- B. The SFA may request verification of compliance from any contractor or subcontractor performing work under this contract. The SFA reserves the right to confirm compliance in accordance with applicable laws.
- C. Should the SFA suspect or find that the contractor or any of its subcontractors are not in compliance, the SFA may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the contract for default, and suspension and/or debarment of the contractor. All costs necessary to verify compliance are the responsibility of the contractor.

#### TERRORISM COUNTRY DIVESTMENTS

A. The SFA is prohibited from purchasing from a company that is in violation of the Export Administration Act.

#### FINGERPRINT AND BACKGROUND CHECKS

A. Any contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor who is contracted to provide services on a regular basis at Lyon County School District may be required to obtain a valid fingerprint clearance card and/or pass a background check conducted by the district.

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B. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the School District.

C. Contractor shall comply with the Governing Body fingerprinting and/or background check process.

#### **CLARIFICATIONS**

A. Clarification means communication with Offeror for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the Offer. It is achieved by explanation or substantiation, either in a written response to an inquiry from the District/Public Entity or as initiated by Offeror. Clarification does not give Offeror an opportunity to revise or modify its Offer, except to the extent that correction of apparent clerical mistakes results in a revision.

#### **CONFIDENTIAL/PROPRIETARY INFORMATION**

- A. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.
- B. Pricing: The LYON COUNTY SCHOOL DISTRICT will not consider pricing to be confidential or proprietary.
- C. Public record: All Offers submitted in response to this solicitation shall become the property of the School District/Public Entity. They will become a matter of public record available for review, unless properly marked as confidential as outlined in 18A. above, subsequent to award notification, under the supervision of the Purchasing Official by appointment.

## SECTION 5: SPECIAL INSTRUCTIONS TO OFFEROR

#### **AUTORIZED SIGNATURE**

A. For any document that requires the Offeror's signature, the signature provided must be that of the Owner, Partner or Corporate Officer duly authorized to sign contractual Agreements. Additionally, if requested by SFA, disclosure of ownership information shall be submitted.

- (1) Privately Owned: The Owner must sign the contract.
- (2) Partnership: A Partner must sign the contract.
- (3) Corporation: A Corporate Officer must sign the contract.

B. If a person other than these specified individuals signs the contract, a Power of Attorney indicating the employee's authority must accompany the contract.

#### PRE-PROPOSAL CONFERENCE

A Pre-Proposal Conference will be held in conjunction with this solicitation. Please refer to the cover page of this solicitation for details concerning this meeting. Attendance at this meeting is **MANDATORY.** A FSMC may only submit a proposal response if it attended the mandatory Pre-Proposal Conference unless otherwise exempted by the SFA.

Proposers are required to submit questions or clarifications by the question deadline via email only. Please refer to the cover page of this solicitation for details concerning the question deadline. Question must be submitted to the attention of Harman Bains, Executive Director of Operations and Kyle Rodriguez, Fiscal Services Officer via email, referencing the solicitation number. It is the responsibility of the Offeror to submit questions or clarifications by the deadline identified on the cover page of this solicitation. Unless the contact person for this solicitation issues a solicitation amendment, the requirements stated in this solicitation stand and are to be provided by any FSMC. All questions will be answered and posted on the SFA website.

Prospective companies will be permitted to inspect a representative sample of District facilities and equipment prior to submitting an offer in order to determine all requirements associated with the proposed contract. This will occur at the mandatory Pre-Proposal Conference which will include a tour of select elementary, middle, and high schools in Fernley NV.

#### **OFFER OPENING**

As this is a Request for Proposals, Offers shall be opened publicly at the time and place designated on the cover page of this document. The name of each Offeror shall be read publicly and recorded. Prices will not be read. Offers will not be subject to public inspection until after a letter of intent is published.

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#### AWARD OF CONTRACT

Award of a contract will be made to the a responsive and responsible Offeror whose offer is determined to be the most advantageous to the SFA based on the evaluation criteria set forth in the Solicitation.

#### **INCLUSIVE OFFEROR**

Per 2 CFR 200.231, Offeror(s) are encouraged to make every effort to utilize subcontractors that are small, women-owned and/or minority owned business enterprises. Offerors who are committing a portion of their work to such subcontractors shall do so by identifying the type of service and work to be performed by providing detail concerning your organization's utilization of small, women-owned and/or minority-owned business enterprises. Emphasis should be placed on specific areas that are subcontracted and percentage of contract utilization and how this effort will be administered and managed, including reporting requirements.

#### FEDERAL IMMIGRATION AND NATIONALITY ACT

By submission of the Offer, the Offeror warrants that both it and all proposed subcontractors are and shall remain in compliance with all federal, state and local immigration laws and regulations relating to the immigration status of their employees. The SFA may, at its sole discretion require evidence of compliance during the evaluation process. Should the SFA request evidence of compliance, the Offeror shall have five (5) days from receipt of the request to supply adequate information. Failure to comply with this instruction or failure to supply requested information within the time frame specified shall result in the Offer not being considered for contract award.

#### **OFFER FORMAT AND CONTENT**

A. FSMCs shall submit one (1) bound proposal clearly marked original, eleven (11) bound identical copies of the proposal, and one (1) identical electronic response in Microsoft Word, Microsoft Excel, or Adobe PDF, on a CD or flash drive in a sealed package or envelope. Subcategories of information in each of the volumes should be highlighted for ease of evaluating the information contained therein. All substantive exceptions and supporting rationale shall be identified as such and consolidated on the attachment. The SFA may accept or reject any such exceptions at its sole discretion.

B. To facilitate evaluation, the Offer must be specific, and complete to clearly and fully demonstrate the Offeror has a thorough understanding of the requirement, can provide detailed information and relate experience concerning previous performance of similar services. Statements that the Offeror understands, can or will comply with the Scope of Work, statements paraphrasing the Scope of Work or parts thereof, and phrases such as "standard procedures will be employed" or "well-known techniques will be used", etc., will be considered unacceptable. Offerors should note that data previously submitted shall not be relied upon nor incorporated in the Offer by reference. Only data in the sealed proposal will be considered during the evaluation process.

C. Binding and Labeling. Each copy of the Offer shall be presented in a bound form with the cover indicating the Solicitation number, the Offeror's name and address and copy number (i.e. Copy 2 of 4). To be considered, each Offeror must submit a complete response and all forms included in this RFP must be provided in each proposal. In the event that Offeror modifies, revises, or changes the RFP and/or Contract in any manner, the SFA may reject the offer as non-responsive.

D. Indexing. The sections of the original and each copy of the Offer shall be indexed to indicate the applicable parts and elements. Orderliness of the Offer, readability and similar factors should be considered in Offer preparation.

E. Format. The mandatory information to be placed in each copy of the Offer is listed below. Each copy shall furnish sections for information discussed in the Scope of Work. Lack of these submissions may cause the Offer to be declared unacceptable.

 Section One of the Offer shall be titled Executive Summary. This section shall include a signed copy of the Offer and Award Form.

(2) <u>Section Two</u> of the Offer shall be titled **Pricing.** This section shall include the information described in Section 7: FSMC Offer Requirements of the RFP. All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.

(3) <u>Section Three</u> of the Offer shall be titled **Method of Approach and Implementation Plan.** This section shall provide a narrative on the methodology to be used to accomplish Scope of Work responsibilities to the extent possible for evaluation purposes. The language of the narrative should be straightforward and limited to facts, solutions to problems and proposed plans of action.

(a) The FSMC must submit a comprehensive plan on how the FSMC will provide input to purchase food for the menus that will keep costs low and quality high. In the plan, the FSMC must describe the methodology it will use to document the market value of the USDA Foods or commodities *used* on the invoice. The FSMC shall provide a sample invoice in the proposal that will meet all the information listed in the Special Terms and Conditions that pertain to USDA requirements
(b) Provide a 21-day breakfast menu that will meet the USDA requirements.

(c) Provide a 21-day lunch menu for all applicable age grade groups that will meet the USDA requirements.

Lyon County School District – RFP# 290-02-2025 Page 32 of 57 (e) Provide a comprehensive plan on how the Offeror shall implement Hazard Analysis and Critical Control Point (HACCP) principles to meet the USDA guidance effective July 1, 2006. Public Law 108-265.

(f) Provide detailed information about the FSMC internal accounting program.

(g) Provide a detailed marketing plan for the Nutrition Services program.

(h) The FSMC must demonstrate in this section that it understands the depth and breadth of LYON COUNTY SCHOOL DISTRICT 's Nutrition Services program and that it can successfully manage the food service program and grow the program.

(i) Provide a detailed implementation plan for this project

(4) <u>Section Four</u> of the Offer shall be titled **Offeror's Experience, Expertise and Reliability.** This section shall provide information which reflects the Offeror's experience and reliability. This section shall specifically address or include:

(a) At least three (3) verifiable professional references must be provided regarding services provided by the Offeror similar to those required under this Solicitation.

(b) Provide a detailed description of all FSMC management positions being proposed along with résumés of all FSMC management staff.

(c) A proposed daily staffing schedule of food service employees. The staffing schedule will include a daily listing of position by school, the daily hours scheduled to work for each position and the corresponding wage rate for position. Each school-staffing schedule describe the total daily hours and daily cost.

(f) A description of the training plan that the FSMC will give to employees.

(g) A list of all food service operations. Please highlight those operations that are of similar size and scope to LYON COUNTY SCHOOL DISTRICT.

(h) A list of school districts where food services contracts have been terminated in the past five (5) years. This information should be provided on Attachment 7.16.

(4) Section Five of the Offer shall be titled Required Documents. This section shall include complete and signed copies of Attachment 1, Offeror's Drug Free Workplace; Attachment 2, Certification of Debarment/Suspension; Attachment 3, Certification Regarding Lobbying; Attachment 4, Independent Price Determination; Attachment 5, Non-Collusion Affidavit; and Attachment 6, IRS W-9).

#### **EVALUATION AND SELECTION**

A. Evaluation of Offers may be accomplished in four steps.

- 1. Step One. Initial review of Offer to determine basic responsiveness to the Solicitation, where offers will be reviewed to ensure they include all required information.
- 2. Step Two. Evaluation of offer to assess the Offeror's capability to deliver the required services in accordance with the terms and conditions set forth in the Solicitation and requirements of the Scope of Work. This step may include presentation from selected finalists (see D. Oral Presentations/Interview below).
- 3. Step Three. (Optional) Discussions with Offerors concerning their offers. This step includes requests for Final Proposal Revisions from finalists still considered susceptible of winning contract award(s).
- 4. Step Four. Contract award(s) made to the responsive and responsible Offeror(s) whose offer is determined to be the most advantageous to the SFA, based on the following criteria (in bold print below), which are listed in descending order of importance.
  - Overall Financial Results to LCSD: Demonstrated capability to meet the needs of the SFA food operations using the most cost-effective method. Also, the Offeror must meet the pricing information as described in the Pricing Section. This includes administrative fees, management fees, labor costs, and the guaranteed return to the fund. All Pricing information must be submitted in a separate, sealed envelope and shall not be contained in the proposal itself.
  - Technical Approach and Grasp of the Project Including Implementation Plan: Demonstrated capability to meet the needs of the SFA food operation service as described in the Method of Approach and Implementation Plan section of the Scope of Work. This shall include information on how Offeror plans on conducting business in the SFA. The FSMC must demonstrate it understands the depth and breadth of this project.

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- Offeror's Experience, Expertise and Reliability In Conducting Similar Work: Demonstrated experience in operating a food service operation in a SFA of similar size and scope as LCSD. This can be Nevada experience, or another food service program, and may include evaluation of references submitted.
- Adequacy of Resources Included Staff Proposed: Experience and background of staff being proposed and adequacy of the number and type of staff being proposed. Consideration will also be given to amount and type of corporate resources that are available when needed.
- Participation and Marketing Plan: Marketing plan for food service program which includes a detailed plan for increasing participation in the National School Lunch Program and Summer Food Service Program. The plan should be specific and achievable.
- B. Evaluation of Optional Terms. The SFA will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate SFA to exercise the option(s).
- C. Discussions. The SFA reserves the option to conduct discussions with those Offerors who submit Offers determined by the SFA to be reasonably susceptible of being selected for award.
- D. Oral Presentation/Interview. If the SFA elects to select those identified as being in the competitive range from the written evaluation for an oral presentation/interview prior to final determination of contract award, the SFA will contact the top-scoring Offeror(s) to schedule a date, time and location. Notification shall be in writing and include the date, time, and location of the firm's scheduled presentation.
  - Commitments made by the FSMC at the oral presentation/interview, if any, will be rendered in writing and considered binding.

#### FINAL PROPOSAL REVISIONS

A. In the event the Procurement Officer determines discussions are required, discussions on the areas, items, and factors specified in this Solicitation may be held an Offeror or Offerors determined to be in the competitive range.

B. The Offeror is permitted to make revisions during negotiations. Offerors should be aware that a complete understanding as to pricing, technical, and all other terms and conditions of the proposed contract must exist between the Offeror and SFA at the conclusion of negotiations (best and final offer).

C. Discussions will be concluded when a mutual understanding has been reached with each Offeror remaining in the competitive range. This mutual understanding will become the basis for the Offeror's Final Proposal Revision.

D. The Final Proposal Revision must be returned, signed and dated by the Offeror within the time and date specified to be eligible for award.

## SECTION 6: UNIFORM INSTRUCTIONS TO OFFEROR

#### **INQUIRIES**

A. Duty to Examine: It is the responsibility of each Offeror to examine the entire Solicitation, seek clarification in writing, and check its Offer for accuracy before submitting. Lack of care in preparing an Offer shall not be grounds for withdrawing the Offer after the offer due date and time nor shall it give rise to any Contract claim.

B. Solicitation Contact Person: Any inquiry related to a Solicitation, including any requests for or inquiries regarding standards referenced in the Solicitation shall be directed solely to the Solicitation contact person and must be received by the deadline indicated on the cover page. The Offeror shall not contact or direct inquiries concerning this Solicitation to any other employee or Board Trustee. Communication regarding this solicitation with any other District employee or Trustee may result in rejection of proposal.

C. Submission of Inquiries: All inquiries must be submitted in writing via email by the deadline. Please refer to the cover page of this solicitation for the deadline and appropriate email address. Any inquiry related to this Solicitation shall refer to the appropriate Solicitation number, page, and paragraph.

Lyon County School District – RFP# 290-02-2025 Page 34 of 57 D. No Right to Rely on Verbal Responses: Any inquiry that results in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendum. An Offeror may not rely on verbal responses to its inquiries.

E. Solicitation Amendments/Addenda: The Solicitation shall only be modified by a Solicitation Amendment or Addendum. Unless otherwise stated in the Solicitation, each Solicitation Amendment shall be acknowledged by the person signing the Offer. Failure to acknowledge a material Solicitation Amendment or to follow the instructions for acknowledgement of the Solicitation Amendment may result in rejection of the Offer.

F. Pre-Proposal Conference: If a Pre-Proposal Conference has been scheduled under this Solicitation, the date, time, and location must appear on the Solicitation cover sheet or elsewhere in the Solicitation. An Offeror should raise any questions about the Solicitation, the procurement process, or the operation at that time. Offerors are strongly encouraged to submit any question raised during the Pre-Proposal Conference in writing to the email address on the cover page to ensure they are answered in an Addendum. An Offeror may not rely on any verbal responses to questions at the conference. Material issues raised at the conference that result in changes to the Solicitation shall be answered solely through a written Solicitation Amendment or Addendums.

G. Persons with Disabilities: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the appropriate Solicitation contact person. Requests shall be made at least 72 hours in advance to allow time to arrange the accommodation.

#### **OFFER PREPARATION**

A. Forms: An Offer shall be submitted either on the forms provided in this Solicitation or their substantial equivalent. Any substitute document for the forms provided in this Solicitation will be legible and contain the same information requested on the form. A facsimile, telegraphic or mailgram offer shall be rejected.

B. Typed or Ink / Corrections: The Offer, and all other correspondence must be typed or in ink. Erasures, interlineations or other modifications in the Offer must be initialed in ink by the person signing the Offer. Modifications shall not be permitted after Offers have been opened except as otherwise provided under applicable law.

C. Evidence of Intent to be Bound: The Offer and Acceptance form within the Solicitation must be submitted with the Offer and must include a signature by a person authorized to sign the Offer. The signature shall signify the Offeror's intent to be bound by the Offer and the terms of the Solicitation and that the information provided is true, accurate, and complete. Failure to submit verifiable evidence of intent to be bound, such as an original signature, may result in rejection of the Offer.

D. Subcontracts: Offeror shall clearly list any proposed subcontractors and the subcontractor's proposed responsibilities in the Offer. Per 7CFR§3017.200 debarment verification shall be completed on subcontracts/subcontractors. This will be completed by the subcontractor prior to contract approval.

E. Cost of Offer Preparation: The School District/Public Entity will <u>not</u> reimburse any Offeror for the cost of responding to a Solicitation or for attending an oral presentation/interview.

F. Solicitation Amendments/Addenda: Unless otherwise stated in the Solicitation, each Solicitation Amendment or Addendum shall be signed with an original signature by the person signing the Offer and shall be submitted with the sealed Offer no later than the offer due date and time. Failure to return a signed copy of a material Solicitation Amendment or Addendum or to follow the instructions for acknowledgement of the Solicitation Amendment/Addendum may result in rejection of the Offer.

G. Federal Excise Tax: School Districts/Public Entities are exempt from Federal Excise Tax on manufactured goods. Exemption Certificates will be prepared upon request.

H. Provision of Tax Identification Numbers: Offerors are required to provide their Nevada Sales & Use Tax number, State of Nevada Vendor ID number and/or Federal Tax Identification number, if applicable, in the space provided on the Offer and Award Form and provide the tax rate and amount, if applicable, on the Price Sheet.

I. Identification of Taxes in Offer: School Districts/Public Entities are subject to all applicable state and local transaction privilege taxes. If Nevada resident Offerors do not indicate taxes on a separate item in the Offer, the SFA will conclude that the price(s) offered includes all applicable taxes. At all times, payment of taxes and the determination of applicable taxes and rates are the sole responsibility of the Offeror.

Lyon County School District – RFP# 290-02-2025 Page 35 of 57 J. Disclosure: If the Firm, business, or person submitting this Offer has been debarred, suspended, or otherwise lawfully precluded from participating in any public procurement activity, including being disapproved as a subcontractor with any federal, state, or local government, or if any such preclusion from participation from any public procurement activity is currently pending, the Offeror must fully explain the circumstances relating to the preclusion or proposed preclusion in the Offer. The Offeror shall include a letter with its Offer setting forth the name and address of the governmental unit, the effective date of this suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating the suspension or debarment. If suspension or debarment is currently pending, a detailed description of all relevant circumstances including the details enumerated above must be provided.

K. Solicitation Order of Precedence: In the event of a conflict in the provisions of this Solicitation, and any subsequent contracts, the following shall prevail in the order set forth below:

- (1) Special Terms and Conditions;
- (2) Uniform Terms and Conditions;
- (3) Statement of Scope of Work;
- (4) Specifications;
- (5) Attachments;
- (6) Exhibits;
- (7) Special Instructions to Offerors; and
- (8) Uniform Instructions to Offerors

L. Delivery: Unless stated otherwise in the Solicitation, all prices shall be F.O.B. Destination and shall include all delivery and unloading at the destination(s).

#### SUBMISSION OF OFFER

A. Sealed Envelope or Package: Each Offer shall be submitted to the submittal location identified in this Solicitation, in a sealed envelope or package that identifies its contents as an Offer and the Solicitation number to which it responds. The appropriate Solicitation number shall be plainly marked on the outside of the envelope or package. A sealed proposal (offer) delivered to the address on the coverer page by the date and time specified on the cover page shall be the only acceptable means of submitting proposal.

B. Offer Amendment or Withdrawal: An Offer may not be amended or withdrawn after the offer due date and time except as otherwise provided under applicable law.

C. Public Record: Under applicable law, all Offers submitted and opened are public records and must be retained by the School District/Public Entity. Offers shall be open to public inspection after Contract award, except for such Offers deemed to be confidential by the School District/Public Entity. If a firm believes specific information contained in their proposals are trade secret, propriety business information or otherwise confidential under the Nevada Revised Statutes (NRS), the firm should designate that specific information as confidential with the specific NRS citation, which is the basis for the confidential designation. The LYON COUNTY SCHOOL DISTRICT will not accept for consideration a proposal that is entirely or substantially marked confidential. A public records request for any documents that are part of this RFP will be processed by the LYON COUNTY SCHOOL DISTRICT Office of the General Counsel and in accordance with the Nevada public records laws. LYON COUNTY SCHOOL DISTRICT does not sign a confidential or non-disclosure agreements as part of the RFP process.

D. Non-collusion, Employment, and Services: By signing the Offer and Award form or other official contract form, the Offeror certifies that:

- (1) The prices have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor; the prices which have been quoted have not been, nor will not be, disclosed directly or indirectly to any other Offeror or to any competitor; no attempt has been made or will be made to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition. It did not engage in collusion or other anti-competitive practices in connection with the preparation or submission of its Proposal; and
- (2) It does not discriminate against any employee, applicant for employment, or person to whom it provides services because of race, color, religion, sex, national origin, or disability, and that it complies with all applicable federal, state, and local laws and executive orders regarding employment; and
- (3) By submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or

Lyon County School District – RFP# 290-02-2025 Page 36 of 57 agency, or otherwise lawfully prohibited from participating in any public procurement activity, including but not limited to, being disapproved as a subcontractor of any public procurement unit or other governmental body; and

(4) By submission of this proposal, that no Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a Cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

#### **ADDITIONAL OFFER INFORMATION**

A. Unit Price Prevails: Where applicable, in the case of discrepancy between the unit price or rate and the extension of that unit price or rate, the unit price or rate shall govern.

B. Taxes: All applicable taxes in the Offer will be considered by the School District/Public Entity when determining the lowest bid or evaluating solicitations; except when a responsive Offeror which is otherwise reasonably susceptible for award is located outside of Nevada and is not subject to a sales or use tax of a political subdivision of this state. In that event, all applicable taxes which are obligations of Offerors in state and out of state, shall be disregarded in the contract Award. At all times, payment of taxes and the determination of applicable taxes are the sole responsibility of the Contractor. Nevada Sales and use taxes shall not be considered when evaluating Offers.

C. Late Offers: A submitted Offer received after the exact offer due date and exact time **shall be rejected**. The time clock at the exact location for Offer submission listed on the cover page is the official time, without exception. LYON COUNTY SCHOOL DISTRICT is not responsible for proposer's method of delivery. If using a third-party carrier to deliver Offer, Offerors are strongly encouraged to ship proposals early in case of a delay by the carrier. Such a delay resulting in delivery of Offer after the exact day and time Offers are due will result in rejection of Offer.

D. Disqualification: The Offer of an Offeror who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity shall be rejected.

E. Offer Acceptance Period: An Offeror submitting an Offer under this Solicitation shall hold its Offer open from the submission date until a decision is made by the LYON COUNTY SCHOOL DISTRICT Board of Trustees. Award of contract is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion. LYON COUNTY SCHOOL DISTRICT will provide successful Offeror with the actual date of anticipated award prior to fully executing contracts. If a Best and Final Offer is requested pursuant to a Request for Proposals, an Offeror shall hold its Offer open until LYON COUNTY SCHOOL DISTRICT 's Board of Trustees makes a final determination on award.

F. Payment: Payments shall comply with the requirements of Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete, detailed, and accurate invoice, including all rebates, credits, and discounts for payment within thirty (30) days.

G. Waiver and Rejection Rights: Notwithstanding any other provision of the solicitation, the SFA reserves the right to:

- (1) Waive any minor informality;
- (2) Reject any and all offers or portions thereof; or
- (3) Cancel a solicitation.

#### AWARD

A. Number or Types of Awards: Where applicable, the SFA, reserves the right to make multiple awards or to award a Contract by individual line items, by a group of line items, or to make an aggregate award, whichever is deemed most advantageous to the SFA. If the Procurement Officer determines that an aggregate award to one Offeror is not in the School District/Public Entity's interest, "all or none" Offers shall be rejected.

B. Contract Commencement: An Offer does not constitute a Contract nor does it confer any rights on the Offeror to the award of a Contract. A Contract is not created until the Offer is accepted in writing by LYON COUNTY SCHOOL DISTRICT with an authorized signature on the Offer and Award Form. A letter or other notice of award or of the intent to award shall not constitute acceptance of the Offer.

C. Effective Date: The effective date of this Contract shall be July 1, 2025.

Lyon County School District – RFP# 290-02-2025 Page 37 of 57 D. Governing Board Approval: Final acceptance for the SFA will be contingent upon the approval by the LYON COUNTY SCHOOL DISTRICT Board of Trustees which is estimated to be March 25, 2025 but may be earlier or later at LYON COUNTY SCHOOL DISTRICT 's discretion.

#### **PROTESTS**

- A. Any unsuccessful Proposer may protest a pending Recommendation for Award in strict accordance with NRS 332.
- B. Appellant must submit a written letter of protest to the Director of Procurement and Contracts no later than six (6) calendar days after Recommendation for Award is posted. The letter must include the name, address, telephone number and email address of the protestor. Additionally, the letter must identify solicitation number, the form of relief requested, and it must be signed by the protestor or its representative
- C. Pursuant to NRS 332, the notice of protest must include a written statement setting forth with specificity the reasons the person filing the notice of protest believes the applicable provisions of the law were violated.
- D. Appellant will be required to post a bond with a good and solvent surety company authorized to do business in the state of Nevada or submit other security in a form approved by Lyon County School District, which will hold the bond or other security until a determination is made on the protest. Such bond must be submitted with the written protest to the Director of Procurement and Contracts by the deadline.
- E. The bond or other security shall be in the amount of twenty-five percent (25%) of the total dollar value of appellant's bid, up to a maximum bond or other security amount of two hundred fifty thousand (\$250,000).
- F. Appellant will not seek any type of judicial intervention until LYON COUNTY SCHOOL DISTRICT of Trustees has rendered its final decision on the protest.
- G. LYON COUNTY SCHOOL DISTRICT is not liable for any costs, expenses, attorney's fees, and loss of income or other damages sustained by appellant in proposal appeal process.
- H. LYON COUNTY SCHOOL DISTRICT will stay any award action until after the Board of Trustees renders a final decision.
- I. If a protest is granted or upheld, the full amount of the posted bond will be returned to the appellant. If the protest is denied or not upheld, a claim may be made against the bond for expenses suffered by LYON COUNTY SCHOOL DISTRICT because of the unsuccessful protest.

## SECTION 7: FSMC OFFER REQUIREMENTS

#### **QUALIFICATION OF OFFEOR**

A. Qualification data must be submitted by each FSMC along with the sealed offer, and include the information as follows:

- 1. Any interested FSMC must be presently operating a comparable, successful school food service program or be able to effectively demonstrate sufficient experience and knowledge in operating a school food service program.
- 2. Submit (A) Balance Sheets, (B) Income Statements and (C) Statement of Cash Flow (if available) for the last three (3) consecutive years of operation. If the requested documents (A and B, at minimum) are not provided with Proposal, then LCSD reserves the right to reject proposal as "non-responsive." These reports and financial statements must be certified by a licensed public accountant and must be included in the pre-qualification data
- 3. An authorized representative of the interested company must certify acceptance of the basis for criteria and the basis for selection of an interested FSMC.
- 4. Information about the other districts and/ or charter the FSMC is currently working with in Nevada. Details should include district/charter name, district size, number of sites, contract start date, and date and findings noted on the most recent administrative review.

#### OFFEROR REFERENCES

- A. FSMC offeror must provide at least three verifiable professional references regarding services provided by the offeror similar to those required under this solicitation. References must include:
  - 1. District/ Public Entity Name

Lyon County School District – RFP# 290-02-2025 Page 38 of 57

- 2. Address
- 3. Contact Name
- 4. Contact Information
- 5. Description of Services

#### CONTRACT PRICING SUMMARY

- A. Fixed Fee. The FSMC will be paid at a fixed rate per meal. Do not submit a proposal with a monthly flat rate because it will not be evaluated and will not be approved by NDA.
- B. Fixed-meal Rate Bid: the FSMC must bid and will be paid at a fixed rate per meal. The offer amount should be based on assumption that no donated commodities will be available for use. The SFA will not permit the FSMC to pre-credit for USDA Foods.

#### LABOR COSTS

- A. Initially, there will be 1 FSMC Nutrition Director, 1 FSMC Nutrition Asst. Director, 1 FSMC Administrative Secretary, and 56 non-management food service employees who shall become employees of the FSMC. There will be 21 food service employees who shall remain employees of the SFA. The FSMC Food Service Director may direct the SFA food service employees. SFA's managerial and operational staff at the School level shall be directly supervised on SFA's behalf by FSMC Management employees; provided, however, that SFA shall retain the exclusive right to control the terms and conditions of the employment of such supervisory and non-supervisory employees, including, but not limited to, control over their promotions, disciplinary action, dismissal, levels of compensation and work duties. The FSMC shall retain present SFA employees without a reduction in salary, hours worked or benefits.
- B. SFA will, at its sole discretion, retain all School Nutrition Program employees currently on the SFA's payroll and shall pay the salaries and benefits and all other personnel Costs currently applicable to these positions (FICA, taxes, etc.) for these individuals. Employees of the SFA assigned to the School Nutrition Program will be entitled to all salary and benefits applicable to employees in their respective positions as determined by the SFA. The SFA shall retain present SFA employees without a reduction in salary, hours worked or benefits. FSMC shall maintain its own personnel and benefits policies for its employees, subject to review by SFA.
- C. SFA and FSMC may transition SFA's School Nutrition employees to FSMC's payroll. If this transition occurs, SFA shall not pay the Cost of transferring SFA employees to FSMC payroll. However, after the transition occurs and the position(s) is removed from the SFA's system and the FSMC may invoice the SFA for actual payroll Costs associated with the new FSMC position. Such invoicing of payroll Costs to cover the Direct Cost of transitioned positions from the SFA to the FSMC constitutes an Allowable expense to the Non-profit School Nutrition Program Account. The invoicing of transitioned payroll Costs will take place on a quarterly basis to coincide with the SFA's filing of their quarterly School Nutrition Program financial report.
- D. FSMC shall comply with all wage and hours of employment requirements of Federal and State laws. Supervision activities include employee and labor relations, personnel development, and hiring, disciplinary action and termination of FSMC Management staff. FSMC shall also be Responsible for the hiring and termination of non-Management staff who are employees of FSMC.
- E. Employees hired by the FSMC to replace SFA employees who leave employment or are reassigned to non-School Nutrition Program duties, are subject to such salary and benefits as the FSMC provides. The SFA shall employ sufficient staff to complete all non-delegable duties and manage the FSMC Contract as an expense for the SFA's Non-profit School Nutrition Program budget.
- F. FSMC shall maintain its own personnel and fringe benefits policies for its employees, subject to review by SFA. Under a cost-reimbursable contract, fringe benefits, as well as the basis for any salary increases, must be specified in the Offer and approved by SFA in order for these to be Allowable Costs. Salary increases, if any, shall be awarded, in part, on the basis of criteria mutually established by SFA and FSMC. Such criteria, at a minimum, shall reflect measurable and substantive improvements in operating efficiencies, such as unit costs for food, labor and direct items or specific and identifiable increase in such areas as the total numbers of students and staff participating in food service programs, and the total number of identified students for free and reduced meal reimbursements.
- G. FSMC shall assign to duty on SFA's premises only employees acceptable to SFA. Staffing patterns shall be mutually agreed upon.
- H. FSMC must conduct, at its own expense, criminal background checks and sex offender registries on any employee of the FSMC who will work at any SFA site.
- I. FSMC will remove any employee who violates health requirements or conducts himself or herself in a manner that is detrimental to the health, safety or well-being of the students, provided such Request is not in violation of any Federal, State or local employment laws. In the event of the removal or suspension of any such employee, FSMC shall immediately restructure the School Nutrition staff to avoid disruption of service.

Lyon County School District – RFP# 290-02-2025 Page 39 of 57 J. SFA may request, in writing, the removal of an employee of the FSMC who conducts himself/herself in a manner that appears detrimental to the physical, mental or moral well-being students or School personnel. FSMC shall immediately restructure staff in order to avoid a disruption of services. SFA shall not be liable for the personnel actions of the FSMC.

#### SCHEDULE OF TERMSFOR THE FSMC GUARANTEE

- A. The FSMC offeror must describe in detail the Guarantee Return conditions, forecasting of cost, and settlement of losses and/ or surpluses.
- B. Guaranteed Minimum Return: FSMC guarantees the SFA a return no less than a certain dollar amount for the operation of the food service program.
- C. The FSMC must state what the Guarantee Minimum Return amount will be for the SFA for Year 1 of the contract and the estimated guarantee minimum return to the SFA for years 2-5.

#### FINANCIAL PROJECTED WORKSHEET

- A. Based on the information provided in Exhibit A and B of the RFP, the FSMC must provide projected revenues and expenditures. Offer must provide estimates for contract years 1-5. The following information must be included in projections submitted:
  - 1. Revenues
    - ➤ Cash Sales
      - o Student Breakfast Sales
      - o Student Lunch Sales
      - A-La-Carte Sales
      - o Adult Sales
      - Special Event sales
    - > Federal Reimbursement (based on current rates)
      - o Breakfast
      - Lunch
      - o Snacks
      - o Summer Food Service Program
      - o USDA Foods Credit
  - 2. Expenses
    - ≻ SFA Food Costs
      - o Gross Food Costs
      - Food Delivery Costs
      - USDA Foods Used
      - USDA Foods Delivery
      - USDA Foods Processing
    - ≻ Labor Costs
    - ≻FSMC Fees
      - Administrative Fee
      - Management Fee
    - ≻ Direct Costs
      - Paper and Disposable Goods
      - Replacement/Small Wares
      - Auto Expenses
      - Insurance Expense
      - o Telephone
      - Office Supplies
      - o Postage
      - o Bank Deposit Services
      - Uniforms and Laundry
      - o Other Delivery and Freight/ Non-Food
      - o Advertising, Promotions & Menu
      - Marketing/franchise and Décor
      - Equipment Purchases
      - o Depreciation of Equipment
      - Equipment Repair
      - o Licenses
      - o Employee Travel
      - Security background check

Lyon County School District – RFP# 290-02-2025 Page 40 of 57 Miscellaneous-Specify

#### **OFFEROR'S 21 DAY CYCLE MENU**

- A. The food-based menu planning approach requires specific food group components to be served in an established age/grade group. At a minimum, schools must offer all food group components in the quantities specified for breakfast and lunch. The five food group components established are meat/meat alternate, grain, vegetable, fruit, and fluid milk. (See Exhibit C: Meal Patterns – School Breakfast and School Lunch)
- B. FSMC Offeror must provide a 21 Day Cycle menu all applicable age grade groups for breakfast, lunch, snack, and summer food service.

#### **OFFEROR'S INTERNAL ACCOUNTING PROCESS**

- A. Give detailed information regarding your internal accounting process. At minimum offeror must provide the following information:
  - 1. Detailed inventory control for storage areas, including USDA Foods
  - 2. Accounting controls
  - 3. Method of recording, checking and reporting sales
  - 4. Internal control of cash handling
  - 5. Internal audit system
  - 6. All regular accounting forms used, with detailed explanation of their operation and importance
  - 7. Account periods
  - 8. Detailed description of showing credits and rebates on invoices and the method used to reach those amounts
  - 9. Data collection for purposes of evaluating the effectiveness of new and current programs

#### **OFFEROR'S ORGANIZATION CHART**

A. Each offeror must provide a Company Organization Chart. Identify the Project Personnel who will be working with the SFA and include what the FSMC's plan is for the administrative, management and the supervision proposed under the specifications of this contract.

#### **OFFEOR'S PERSONNEL INFORMATION**

- A. Each offeror must describe the FSMC's experience as managers and consultants of food service operations in general and public/charter schools in particular.
- B. Submit résumés of all personnel who will be working with the SFA. The résumés shall include the following:
  - 1. Education
  - 2. Number of years of experience, number of years with the company
  - 3. Specific related experience
  - 4. Availability of the person to work with LYON COUNTY SCHOOL DISTRICT
  - 5. Current and proposed time commitments of this person
  - 6. Associates or outside consultants and previous work experience with proposed outside sources (if any)
  - 7. Depth of management and support resources

#### **OFFEROR'S TRAINING PROGRAM**

- A. Submit a detailed description of the FSMC's training program for employees, Directors, managers and support at all levels. Training program description should include:
  - 1. How the FSMC will train its employees to abide by all policies, rules and regulations with respect to its use of LYON COUNTY SCHOOL DISTRICT premises
  - 2. Detail on the training areas as required for USDA Professional Standards Requirements
  - 3. How the FSMC attempts to improve employee morale and reduce turnover

## **OFFEROR'S FOOD SERVICES PROGRAM LIST**

- A. The FSMC must have extensive experience as food service operators and consultants of food service programs in general, and in public/charter schools. The FSMC shall have specific strategies for increasing both student and adult participation, while at the same time providing high quality, nutritional food. The FSMC shall have experience with this in other schools.
- B. Offeror must provide a list of all Nevada, as well as, other nationwide operations where you are operating food service programs. The list should include:
  - 1. School District/Charter Name
  - 2. Population
  - 3. Location
  - 4. Client Contract
  - 5. Phone Number
  - 6. Scope of Services

Lyon County School District – RFP# 290-02-2025 Page 41 of 57 8. % of Free and Reduced Lunch

#### **OFFEROR'S DISCONTINUED OR TERMINATED SERVICES**

- A. List the school districts where your services have been discontinued or terminated in the past insert number years. You must indicate the following:
  - 1. Name of School District/ Public Entity
  - 2. Contact Name of School District/ Public Entity
  - 3. Telephone number of contact
  - 4. Number of sites served
  - 5. Length of the relationship
  - 6. Reason for termination

## **OFFEROR'S DRUG FREE WORKPLACE POLICY**

A. The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a signed certification with their proposal certifying they have a drug free workplace. (Attachment 1)

#### **OFFEROR'S CERTIFICATION OF DEBARMENT/SUSPENSION**

A. All offerors must submit a signed certification of Debarment/Suspension. (Attachment 2)

#### **OFFEROR'S CERTIFICATION REGARDING LOBBYING**

A. All offerors must submit s signed certification regarding lobbying. (Attachment 3)

#### **OFFEROR'S CERTIFCATION OF INDPENDENT PRICE DETERMINATION**

A. All offerors must submit a signed certificate of independent price determination. (Attachment 4)

#### **OFFEROR'S SIGNED NON-COLLUSION AFFIDAVIT**

A. All offerors must submit a signed non-collusion affidavit. (Attachment 5)

#### **OFFEROR'S IRS W-9 FORM**

A. All offerors must submit an IRS W-9 form. (Attachment 6)

## ATTACHMENT 1: OFFEROR'S DRUG FREE WORKPLACE POLICY

The FSMC will abide by the Drug Free, Alcohol Free rules and regulations of LYON COUNTY SCHOOL DISTRICT and all local policies. Preference will be given to vendors submitting a certification with their proposal certifying they have a drug free workplace. The FSMC shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifies the actions that will be taken against employees for violations of such prohibition.

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- 2. Inform employees about the dangers of drug abuse in the workplace, the business policy of maintain a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement in subsection (1).
- 4. In the statement specified in the subsection (1) notify the employees that as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the violation of any controlled substance law of the United States or any state, for the a violation occurring in the workplace no later than five (5) days after such conviction.
- 5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.
- 6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As a person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Company Name:

Vendors Signature:	

## ATTACHMENT 2: CERTIFICATION OF DEBARMENT/SUSPENSION

#### **Instructions for Certification**

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.

Lyon County School District – RFP# 290-02-2025 Page 43 of 57 2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the No procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarrent.

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## Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, <u>Federal Register</u> (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

#### (BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

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

Organization Name

PR/Award Number Project Name

Name(s) and Title(s) Authorized Representative(s)

Signature(s)

Date

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## ATTACHMENT 3: CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.

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

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

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Name/Address of Organization

Name/Title of submitting Official

Signature

Date

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#### **INSTRUCTIONS FOR COMPLETION OF SF-LLL**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or Agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

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

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

Complete this fo	Check this box if not applicable rm to disclose lobbying activities pursuant (See reverse for public burden disclosure.)	
<ol> <li>Type of Federal Action:</li> <li>a. contract</li> <li>b. grant</li> <li>c. cooperative agreement</li> </ol>	<ul> <li>2. Status of Federal Action:</li> <li>a. bid/offer/application</li> <li>b. initial award</li> <li>c. post-award</li> </ul>	3. Report Type: a. initial filing b. material change For Material Change Only:

DISCLOSURE OF LOBBYING ACTIVITIES

☐ d. loan guarantee ☐ e. loan insurance			year quarter date of last report
A. Name and Address of Reporting Entity     Prime     Subaward	lee , if known	<ol> <li>If Reporting Entity Address of Prime:</li> <li>Congressional District,</li> </ol>	v in No. 4 is Subawardee, Enter Name and
6. Federal Department/Agency:		7. Federal Program Nat CFDA Number, <i>if appli</i>	me/Description
8. Federal Action Number, <i>if known</i> :		9. Award Amount, <i>if kn</i>	nown: \$
<ul> <li>10. a. Name and Address of Lobbying En (if individual, last name, first name, (attach continuation sheet(s) SF-LLL-A, if</li> </ul>	MI):	if different from No (last name, first name, N	
	<i>ply):</i> actual planned	13. Type of Payment (a)     a. retainer     b. one-tim     c. commission	e fee
12. Form of Payment (check all that apply         a. cash         b. in-kind; specify: natu         value	ire	d. conting e. deferred f. other; s	1
Image: 14.         Brief Description of Services Performed           Member(s) contracted, for payment indicat			
15. Continuation Sheet(s) SF-LLL-A attac		□ No	
16. Information requested through this for by title 31 U.S.C. section 1352. This discl- activities is a material representation of fac reliance was placed by the tier above when was made or entered into. This disclosure pursuant to 31 U.S.C. 1352. This informat reported to the Congress semi-annually and available for public inspection. Any perso- the required disclosure shall be subject to a not less than \$10,000 and not more than \$1 such failure.	osure of lobbying t upon which this transaction is required ion will be d will be n who fails to file a civil penalty of	Print Name:	Date:

Lyon County School District – RFP# 290-02-2025 Page 48 of 57 Federal Use Only:

## ATTACHMENT 4: CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

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

Name of Food Service Management Company

Name of School Food Authority

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

(1) The prices in this Offer have been arrived at independently, without consultation, communication or Agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this Offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an Offer for the purpose of restricting competition.

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

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being Offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

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

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

Signature of Food Service Management Company's Authorized Representative Title

Date

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

Signature of School Food Authority Authorized Representative Title

Date

Note: Accepting a bidder's Offer does not constitute award of the contract.

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## **ATTACHMENT 5: NON- COLLUSION AFFIDAVIT**

State of	Nevada )	、 、			
County	of	)	SS.		
		A1	1		, affiant,
	(Name of Perso	on Authorize	d to Sign	Offer)	
the				(Title)	
of			(C	ontractor/Offeror)	
the pers and say		who makes t	he accom	panying Proposal, having first beer	ı duly sworn, deposes
	herein named, and that the Or sham Proposal, or any other p	fferor has no erson, firm o	t directly or corpora	isive, nor made in the interest of, or or indirectly induced or solicited at tion to refrain from submitting a Pro- e for itself an advantage over any o	ny other Offeror to put in a oposal, and that the Offeror
				(Signature of Person Authorized	to Sign Offer)
				(Title)	
Subscri	bed and sworn to before me				
this	day of			, 20	

Signature of Notary Public in and for the

State of \_\_\_\_\_

County of \_\_\_\_\_

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## ATTACHMENT 6: IRS W-9 FORM

Depar	W-9 August 2013) Iment of the Treasury Al Revenue Service	Request for Identification Numbe		catio	n			- I.	req	e Foi uest id to	er. D	o no	
	Name (as shown or	n your income tax return)											_
page 2.	Business name/dis	regarded entity name, if different from above											_
5	Check appropriate	box for federal tax classification: proprietor C Corporation S Corporation	Partnership	Trust/es	state		Exen	nptions	(see	instru	ctions	):	
nt or type istruction	Limited liabilit	ty company. Enter the tax classification (C=C corporation, S=S	S corporation, P=partners	hip) 🕨 _			Exen	npt paye nption fr e (if any)	om			rting	_
Print or type Specific Instructions		street, and apt. or suite no.)		Request	er's	name a	and ad	dress (o	ptio	nal)			
See	City, state, and ZIP												
	List account number	er(s) here (optional)											
Pa	rtl Taxpa	yer Identification Number (TIN)											_
		propriate box. The TIN provided must match the name ding. For individuals, this is your social security number			So	cial se	curity	number	<u> </u>	_		_	_
resid entiti	ent alien, sole prop es, it is your emplo	rietor, or disregarded entity, see the Part I instructions yer identification number (EIN). If you do not have a nu	on page 3. For other				-			-			
	n page 3.		della se se state se s	1	Em	nlover	ident	fication	0.00	mber			
	ber to enter.	n more than one name, see the chart on page 4 for gui	delines on whose	ĺ		Π	-	Π	Τ	T	Π	٦	
Pa	t II Certifi	cation					_		-	_	_	_	_
Unde	r penalties of perju	ry, I certify that:											_
1. Tł	e number shown o	on this form is my correct taxpayer identification numb	er (or I am waiting for	a numb	er to	o be is	sued	to me),	, an	d			
Se	ervice (IRS) that I ar	ackup withholding because: (a) I am exempt from bac n subject to backup withholding as a result of a failure backup withholding, and											
3. Ia	m a U.S. citizen or	other U.S. person (defined below), and											
4. Th	e FATCA code(s) e	ntered on this form (if any) indicating that I am exempt	from FATCA reporting	g is corr	ect.								
beca intere gene	use you have failed est paid, acquisition	ns. You must cross out item 2 above if you have been to report all interest and dividends on your tax return, or abandonment of secured property, cancellation of er than interest and dividends, you are not required to	For real estate transa debt, contributions to	ctions, an indi	iten ividu	n 2 do ual reti	es no reme	apply.	. Fo	r mor	tgage IRA),	and	g
Sigr Her		•	Da	te 🕨									
Ge	neral Instruc	tions	withholding tax on foreig 4. Certify that FATCA										
Futur about affect	e developments. The Form W-9, at www.ir ing Form W-9 (such a	e Internal Revenue Code unless otherwise noted. IRS has created a page on IRS.gov for information s.gov/w9. Information about any future developments s legislation enacted after we release it) will be posted	exempt from the FATCA Note. If you are a U.S. p W-9 to request your TIN similar to this Form W-9	reportin erson ar , you mu	ig, is nd a	reques	t. ter giv	es you a	a for	m othe	r than	Form	
	nt page. Dose of Form		Definition of a U.S. per person if you are:	son. For	fede	eral tax	purpo	ses, you	u are	cons	dered	a U.S	8.
A pen	son who is required to	file an information return with the IRS must obtain your	An individual who is a										
you, p transa	ayments made to you actions, real estate tra	on number (TIN) to report, for example, income paid to i in settlement of payment card and third party network nsactions, mortgage interest you paid, acquisition or	<ul> <li>A partnership, corpora United States or under t</li> <li>An estate (other than a</li> </ul>	he laws (	of th	e Unite			ated	or org	anize	d in th	1e
abano to an		roperty, cancellation of debt, or contributions you made	A domestic trust (as defined on the second sec	-			s secti	on 301.	770	1-7).			
provic applic 1. C	le your correct TIN to able, to: Certify that the TIN you	u are a U.S. person (including a resident alien), to the person requesting it (the requester) and, when u are giving is correct (or you are waiting for a number	Special rules for partne the United States are ge 1446 on any foreign par such business. Further, the rules under section	nerally re tners' sh in certair 1446 req	equii are c n cas uire	red to p of effect ses who a partn	ay a v tively o ere a F ership	vithhold connect orm W- to pres	ing t ed t 9 ha ume	ax und axable s not t that a	incon been r partn	ction ne fro eceive er is a	m ed,
io de	issued),		foreign person, and pay	the sect	ion 1	1446 wi	thhold	ing tax.	The	refore,	if you	are a	1

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Cat. No. 10231X

Form W-9 (Rev. 8-2013)

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## **EXHIBIT A: LYON COUNTY SCHOOL DISTRICT STUDENT POPULATIONS SERVED**

The student populations served and participation figures for previous school year here are as follows:

List the population of each school (school name and total enrollment)

List the grade levels served at each school

List the location of each school

#### Attachment 8

List the staffing levels and hours for each school. Include the following information:

- ➢ Site Name,
- Position Name,
- Number of hours per workday,
- Number of days per work year,
- Hourly wage,etc.

Attachment 9

Include/Attach the District Calendar for the previous 2 school years (note days where school is in session, but food service will not be provided)

Attachment 10a. 2024-2025 School Year Calendar Attachment 10b. 2023-2024 School Year Calendar Attachment 10c. 2022-2023 School Year Calendar

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## EXHIBIT B: LYON COUNTY SCHOOL DISTRICT MEAL PRICES/INCOME

The prices	for	previous	school	year	are as follows:	
			Dro	altfor	+	

Breakfast	\$1.75
Lunch ES	\$2.90
Lunch MS	\$3.00
Lunch HS	\$3.10
After School Snack	\$2.10

The income for the Fiscal Year 2024 school year is as follows:Total Local Revenue\$ 73,675.32Total Reimbursements\$ 6,524,170.83

List the number of entrees served per school.

See attachment 1.

List the number of students eligible for free and reduced meals served at each school and the percentage.

School #Free #Reduced Total Free & Reduced Total Enrollment Percentage (Total F & R/Total Enrollment) See attachment #2 List the number of special provision or community eligibility sites See attachment #3 List the a la carte offerings (include serving size and cost per serving) and the number of a la carte meals served. See attachment #4 List the number of adult meals served. See attachment #5 List the Point of Sale software and version used. Lyon County School uses Titan Ling Solutions

Include/Attach the district and school claims information for the previous two school years and the current school year to date. See attachment #6

Include/Attach the two most recent Food Service Annual Financial Reports (AFR) available. See attachment #7a & 7b

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## **EXHIBIT C: MEAL PATTERNS SCHOOL BREAKFAST AND SCHOOL LUNCH** Nutrition Standards in the School Breakfast Program

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

## *(Effective July 1, 2025)* Amount of Food<sup>1</sup> per Week (minimum per day)

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

<b>Dietary Specifications</b>	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	350-500	400-550	450-600
Saturated fat (% of total calories)	<10	<10	<10

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Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	<u>≤</u> 540 mg	<u>≤</u> 600 mg	<u>&lt;</u> 640 mg
Sodium limit - must be implemented by July 1, 2027	<u>≤</u> 485 mg	<u>≤</u> 535 mg	<u>≤</u> 570 mg

## Endnotes

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

<sup>2</sup> Minimum creditable serving is 1/8 cup. Schools must offer 1 cup of fruit daily and 5 cups of fruit weekly. Schools may substitute vegetables for fruit at breakfast as described in paragraphs (c)(2)(i) and (ii) of this section.

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

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

<sup>5</sup> By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications

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

## Nutrition Standards in the National School Lunch *(Effective July 1, 2025)* Amount of Food<sup>1</sup> per Week (minimum per day)

## Daily Amount Based on the Average for a 5-Day Week $\frac{8}{2}$

<b>Dietary Specifications</b>	Grades K-5	Grades 6-8	Grades 9-12
Minimum-maximum calories (kcal)	550-650	600-700	750-850
Saturated fat (% of total calories)	<10	<10	<10
Added sugars (% of total calories) - must be implemented by July 1, 2027	<10	<10	<10
Sodium limit - in place through June 30, 2027	<u>≤</u> 1,110 mg	<u>≤</u> 1,225 mg	<u>≤</u> 1,280 mg

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Sodium limit - must be implemented by July 1, 2027	<u>≤</u> 935 mg	<u>≤</u> 1,035 mg	<u>≤</u> 1,080 mg
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## Endnotes

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

<sup>2</sup> Minimum creditable serving is 1/8 cup. One quarter-cup of dried fruit counts as 1/2 cup of fruit; 1 cup of leafy greens counts as 1/2 cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100 percent full-strength.

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

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

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

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

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

<sup>8</sup> By July 1, 2027, schools must meet the dietary specification for added sugars. Schools must meet the sodium limits by the dates specified in this chart. Discretionary sources of calories may be added to the meal pattern if within the dietary specifications





# Lyon County School District

Board of Trustees President Tom Hendrix | Clerk Dawn Carson Elmer Bull | | Darin Farr Sherry Parsons | Bridget Peterson | James Whisler

Superintendent Tim Logan Deputy Superintendent Dawn Huckaby

## Food Service Management Company (FSMC) Request for Proposal – Q&A Document

## **Fixed Fee Solicitation**

School District/Public Entity Name:

Solicitation Number: Solicitation Release Date:

Solicitation Due Date: Solicitation Due Time: Submittal Location:

Mandatory Pre-Proposal Conference Date: Pre-Proposal Conference Time: Pre-Proposal Conference Location:

#### **Question Deadline:**

Lyon County School District

RFP# 290-02-2025 February 3, 2025

March 13, 2025 11:00am PCT 25 E. Goldfield Ave., Yerington, NV 89447

February 14, 2025 09:00am PCT 1100 Jasmine Ln, Fernley, NV 89408

#### February 24, 2025 (2:00pm PCT)

All Questions must be submitted by email to both the following individuals no later than 2:00pm PCT on the deadline date.

Harman Bains Executive Director of Operations <u>Hbains@lyoncsd.org</u>

> Kyle Rodriguez Fiscal Services Officer krodriguez@lyoncsd.org

- breakfast, lunch, and snack meal program.
  - a. Please see attachments in supporting documentation at the end of the Q&A.
- 2. Please provide the Supper program claims that are run through the Boys and Girls Club from 2024.
  - a. Lyon CSD does not provide meals to the Boys and Girls Club.
- Are the dairy products being purchased by the FSMC or LCSD? Will this continue for next year?
   a. Dairy is purchased by the FSMC, and this will continue for future fiscal years.
- 4. If you are planning to participate in summer feeding, please provide the following:
  - i. Summer claims for the 2023/2024 school year:
  - ii. Summer labor schedule
  - iii. Number of sites participating and their service days
  - b. Lyon CSD is planning on participating in summer feeding, please see attachments in supporting documentation at the end of the Q&A.
- Please provide a copy of your 2024-2025 commodity allocation total and what foods were ordered including DOD, Brown Box and (NOI) Pounds allocated for processing?
  - a. Please see attachments in supporting documentation at the end of the Q&A.
- 6. Please share if current food service department employees participate in a collective bargaining agreement and if so, please provide the name of the union and a copy of the most recent CBA.
  - a. Yes, District Food Service staff can be apart of the LCCSEA
  - b. Please see attachments in supporting documentation at the end of the Q&A.
- Will the district accept electronic signatures in our response or will wet signatures be required.
   a. Electronic signatures are acceptable.
- 8. Do any schools have open campus for lunch?
  - a. High Schools are open campus for lunch.
- 9. Please provide your total catering sales for the 2023/2024 school year.
- a. Please see attachments in supporting documentation at the end of the Q&A.
- 10. Will the FSMC need to provide a delivery vehicle(s) for food service operations?
  - a. Currently the District provides the vehicles for the food service operation.
- 11. Is the POS/IT system provided by LCSD?
  - a. Yes, Titan. However, this should be calculated into the annual guarantee.
- 12. Are there any schools that that are not CEP where paid students pay for meals? If so, please provide which schools.
  - a. Lyon CSD is 100% CEP.
- 13. What is the total budgeted LCSD labor amount each FSMC should use in their guarantee calculations? Are there any other LCSD costs that FSMCs should consider in the guarantee?a. Please use \$841K for Salaries and Benefits.
- 14. How many total days are the current FSMC employees being paid including PTO, Vacation, Holiday, etc?
  - a. Excluding the Food Service Secretary, which is 12 months and accrues vacation days,19 employees are 195, and 1 employee is 198 days. Each employee can accrue up to 2 personal days each fiscal year, which can be carried forward but not exceed a total of 5 personal days; employees also accrue sick leave monthly.
- 15. What is the current average daily attendance by building?
  - a. Please see attachments in supporting documentation at the end of the Q&A.

RFP

- 16. How long has Lyon County School District been CEP/Free meals for all?
  - a. With support from the State of Nevada, Lyon CSD provided free meals through the pandemic (2021-2024). The district transitioned to 100% CEP in fiscal year 2025.
- 17. When will the district reauthorize CEP/Free meals for all?
  - a. April 2025.P
- 18. Length of contract: Pg 14 Contract Terms sections B&C contradict all other terms specifying a 5year contract. Can you clarify the length of the contract (4 or 5 years?)
  - a. 1 year contract with 4 additional possible extensions.
  - b. Year 1: July 1 2025 (initial year)
  - c. Year 2: July 1 2026 (ext #1)
  - d. Year 3: July 1 2027 (ext #2)
  - e. Year 4: July 1 2028 (ext #3)
  - f. Year 5: July 1 2029 which would end June 30, 2030 (ext #4)
- 19. Could you please clarify the number of SFA employees: Pg 8 shows 1; Pg 20 shows
  - a. The District employs 21 employees for FSMC. Please refer to question 14 for the breakdown.
- 20. For budget purposes, please provide the LCSD Food Service Hourly budgeted total expense for the 2025-26 school year, including fringe (all associated costs), for *all vendors to include in their budgets*. Also, what are the anticipated annual raises for the remaining years 2-5 for projection purposes?
  - a. Lyon CSD enters negotiations every two years with the bargaining units. At this time, we can not provide the anticipated raises for any future fiscal years. Please refer to the number in question 13 for fiscal year 2026 numbers.

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