



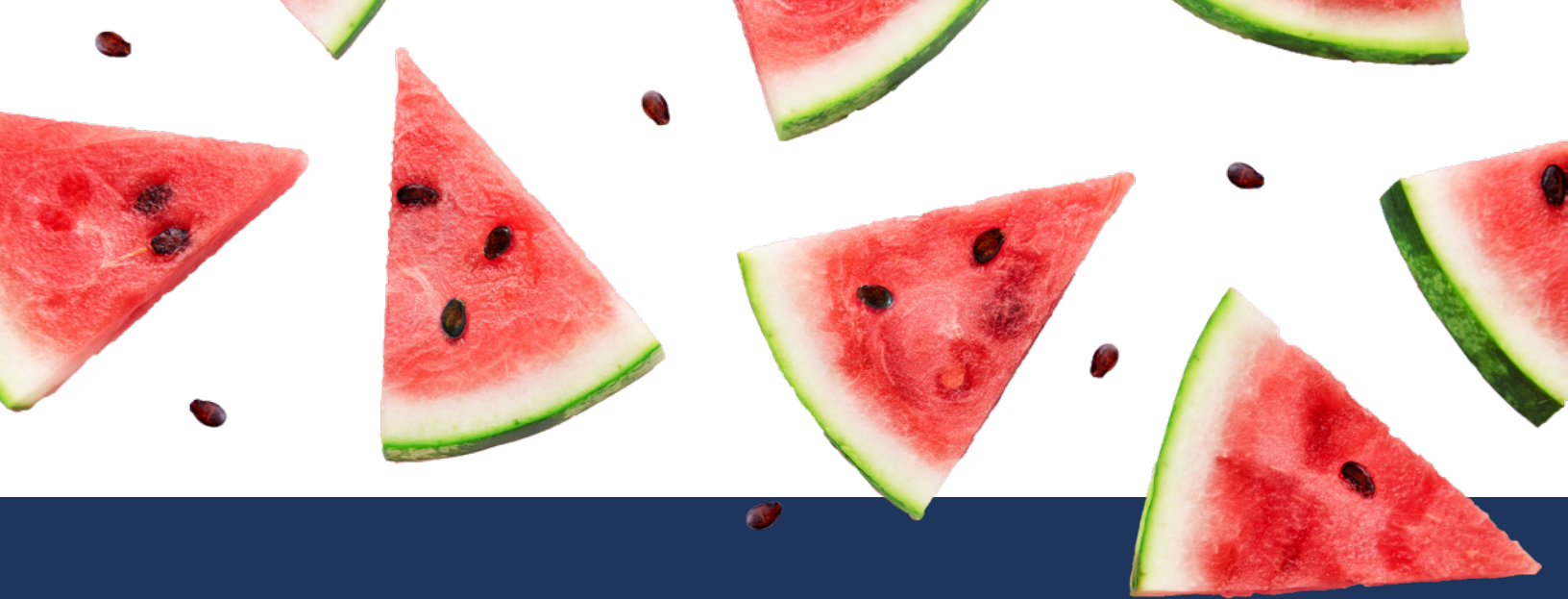
chartwells[®]
serving up happy & healthy



PALISADES
CHARTER HIGH SCHOOL

A Foodservice Proposal for Palisades Charter High School





Proposal Guide


The following table illustrates how we intend to continue to support Palisades Charter High School and continue to deliver a program that is successful in all key areas of evaluation. These ideas are expanded on in the executive summary and further details are located in the body of the proposal.

| Evaluation Criteria | Topics & Programs | Proposal Section |
|---|--|---|
| <p>Cost 30 points</p> | <ul style="list-style-type: none"> • Responsible Price Per Meal guarantee - best value • A credible price per meal guarantee with an appropriate food cost to meet your wellness and quality goals, and appropriate employee wages and benefits for our most valuable asset • A positive financial return, elimination of the subsidy, financial stability • Immediate investment of \$15,000 at Chartwells' expense for a districtwide signage upgrade. | <p>Page 22 Section H Page 99</p> |
| <p>Administrative Requirements 5 points</p> | <ul style="list-style-type: none"> • Chartwells has included all required information in accordance with the general instructions and proposal requirements | <p>Cover Letter Page 6 Attachment A Page 39</p> |

| Evaluation Criteria | Topics & Programs | Proposal Section |
|---|--|---|
| <p>Experience with School Breakfast and National School Lunch Programs</p> <p>15 points</p> | <ul style="list-style-type: none"> • Chartwells has been feeding kids in California since 1974 and under the Chartwells name for the past 20 years • Chartwells serves more than 2 million K-12 meals each day • Over 675 district partners nationwide, which includes smaller district partners with under 1,000 students and larger districts like Duval County Public Schools in Florida with over 130,000 students • Employ more than 16,000 K-12 associates • We know California, the culture and climate • Experience serving California kids in any and all environments • Procured over \$10 million in grants last year for our K-12 partners | <p>Executive Summary Page 21</p> <p>Attachment F Page 91</p> |
| <p>Understanding of SFA's Foodservice Program</p> <p>20 points</p> | <ul style="list-style-type: none"> • Food first, culinary culture • Partnership with Palisades Charter High School wellness committee • Respond to parent and student tastes and preferences • Incorporate fresh local fruits and vegetables • Serving up happy and healthy means taking care of our environment and recognizing the impact of our actions • A customized foodservice program • Innovative programs - Discovery Kitchen, and Student Choice • Collaborative planning to continue to transform cafeteria environments - marketing refresh • Robust and innovative nutrition education and awareness programs • Dynamic monthly marketing and promotions calendars • For student engagement: Cafe Chat surveys, On-site Insights focus groups and our Youth Advisory Council • For administrator engagement: Principal Scorecard and monthly and quarterly business reviews • For parent engagement: Parent nights, back-to-school open houses, family fun nights, and Free and Reduced Priced Meal application support | <p>Executive Summary Page 15</p> <p>Attachment E Page 72</p> <p>Attachment K Page 117</p> |

| Evaluation Criteria | Topics & Programs | Proposal Section |
|--|---|---|
| Financial Stability of Chartwells 10 points | <ul style="list-style-type: none"> • Compass Group PLC, is \$24.8 billion strong and the world leader in culinary and hospitality services • Three years of financial statements provided to demonstrate long-term stability | Executive Summary Page 33 Attachment E Page 83 |
| Corporate Capability and Experience 20 points | <ul style="list-style-type: none"> • Recognized by Food Management as one of the Top 50 Food Management Companies • Parent company, Compass Group, is headquartered in Charlotte, North Carolina • The largest and most innovative network of chefs and culinary experts, we have a culinary culture • The largest team of registered dietitians in the K-12 industry • Industry-leading quality assurance and food safety standards | Executive Summary Page 16 Attachment E Pages 75-88 |





Section 1 – Administrative Requirements



Serving Up Happy & Healthy

Food is a big part of everyone’s well-being, and students need a place to eat where they can connect with others, recharge and enjoy a sense of happiness in their school. That’s why we serve food kids love to eat and create programs that encourage fun and discovery. Most importantly, we believe that happy cafeterias start with our people so we empower them to go above and beyond to bring their personal “extra” for even more creativity and joy at mealtime. **Our goal every day is to make sure that students leave the cafeteria happier and healthier than when they came in.**



A. Cover Letter

April 28, 2022

Juan Pablo Herrera
Chief Business Officer
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, CA 90272

Dear Mr. Herrera and Foodservice Committee Members:

Name of Proposing Company: Chartwells School Dining Services

Organizational Structure: Corporation

Corporate Identification Number: 56-1874931

Chartwells is registered to do business in the state of California under the legal entity of Compass Group USA Inc. Our Certificate of Existence/Authorization is located in the Bid Documents section of our proposal.

Primary Liaison:

Rafael Negroe
District Manager
332 S. Fairvale Ave.
Azusa, CA 91702
PH: 626-627-3186
rafael.negroe@compass-usa.com

Authorized Contract Respondent:

Belinda Oakley, CEO
1301 W. 22nd St., Suite 710
Oak Brook, IL 90523
PH: 630-993-7532
Fax: 630-832-0188
belinda.oakley@compass-usa.com

Chartwells acknowledges receipt of Palisades Charter High School's RFP for foodservice management services. We accept all terms and conditions included herein subject to applicable exceptions to California's Public Records Act.

Chartwells has the willingness, ability and resources to perform the services described in this RFP and specifically required in the Scope of Work, including availability of staff and other required resources to meet all deliverables as described in this RFP.

This proposal, designed specifically for Palisades Charter High School, contains portions that are confidential and proprietary to Compass Group USA Inc. (Compass). These portions of the proposal have been clearly marked. Except with prior written approval by Compass, dissemination to others outside of your organization is not allowed.

It has been a special privilege to be your current partner. Chartwells has enjoyed a rewarding partnership with Palisades Charter High School. The environment of mutual trust and integrity, your willingness to be open to new ideas and your desire to challenge us to be better at what we do has made Chartwells a much better organization today. That is a true partnership; one we are proud to be a part of with the school and the community you serve.

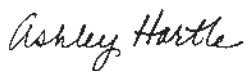
We understand during this required RFP process that others may offer promises to you, but with Chartwells, you know you have a partner committed to your school and your community. We value the relationships we have developed with the students, staff and administrators. We know you, we know your district, we know the culture and we share your vision for how this program can continue to evolve.

Our proposal to you is built around our unique knowledge of the district, providing a foodservice program featuring healthy, nutritious food with innovative marketing techniques and a commitment to operational excellence, all the while being fiscally sound to support your mission. We will continue to bring the highest quality of people, food, service and innovation to Palisades Charter High School for as long as we have the privilege of serving you.

You will see in this proposal that we have presented you with a vision for the future. We are the company that can partner with you to bring this vision to fruition. Your vision is our vision and with that end in mind, we respectfully ask that you retain Chartwells as your foodservice partner.

By signing this cover letter, we certify that the information contained in this proposal is accurate and that all attachments required to be submitted as part of the proposal are certified to be true and binding upon our company.

Sincerely,



Ashley Hartle
Division Vice President



Paul Tapia
Regional Vice President



Rafael Negroe
District Manager





B. Table of Contents



Serving Up Happy & Healthy

This proposal, designed specifically for Palisades Charter High School, 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.


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Executive Summary

Serving Up Happy & Healthy for Palisades Charter High School Students



Food is a big part of everyone's well-being, and students need a place to eat where they can connect with others, recharge and enjoy a sense of happiness in their school. That's why we serve food **Palisades Charter High School** students love to eat and create programs that encourage fun and discovery. Most importantly, we believe that happy cafeterias start with our people so we empower them to go above and beyond to bring their personal "extra" for even more creativity and joy at mealtime. **Our goal every day is to make sure that Palisades Charter High School students leave the cafeteria happier and healthier than when they came in.**

This is our mission and it guides everything we do. You'll see it throughout the proposal as a reminder of our commitment to Palisades Charter High School and to our shared values.

Palisades Charter High School & Chartwells

Serving Up Happy & Healthy

You want the very best for your students, and we're here to help you provide the nourishment they need to succeed in the classroom and beyond. You can trust Chartwells to continue to provide nutritious, kid-approved food, innovative programs and responsible fiscal stewardship. We're dedicated to serving up happy and healthy to every Palisades Charter High School student, every day.

Your cafeterias should be inviting spaces that students look forward to visiting. With Chartwells, they are served food they love in a relaxing environment where they can recharge with friends. We inspire them to develop lifelong healthy habits through nutrition education, introducing them to new flavors in fun, engaging ways. All of this is possible because our associates are empowered to bring their unique perspectives and personalities to the cafeteria and are always provided the tools they need to succeed.

It is our honor to serve the students of Palisades Charter High School as your partner, helping you reach your goals through a customized program designed specifically to meet your needs.

A True Partnership

For the past five years, Chartwells has been committed to Palisades Charter High School. 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 the almost 3,000 students we serve each day.

One healthy meal can improve a child's day. The more than 134,000 meals served in PCHS's schools each year can improve an entire community.

Through our partnership, we hope PCHS has come to know that partnering with Chartwells means partnering with a strong local team led by Director of Dining Services Cecilia Morin and District Manager Rafael Negroe. Not only do Cecilia, Rafael and the on-site team have the passion, experience, stability and insight to drive innovation, they also are backed by our West Region leadership support team, our national network of chefs, dietitians and operations experts, as well as our parent company, Compass Group. We use the vast array of resources this brings to continue to bring your vision and mission to life every single day.

The PCHS mission serves as the foundation for the success of our partnership.

PCHS will empower our diverse student population to make positive contributions to the global community by dedicating our resources to ensure educational excellence, civic responsibility, and personal growth.

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serving up happy & healthy



PALISADES
CHARTER HIGH SCHOOL

Our Corporate and Service Capability

We Are One Team with PCHS

Over the course of our five-year partnership, we have demonstrated our ability to consistently deliver results while understanding and appreciating the unique needs and expectations of Palisades Charter High School. Never content with the status quo and always inspired by our shared mission, we will continue to bring new and creative programs and innovations to Palisades Charter High School. Unlike any other company, our clear understanding of your culture, district objectives and strategic plan enables us to continue our partnership seamlessly. It is with this unmatched knowledge, experience and insight that we have developed this proposal. We have your specific needs and goals in mind every step of the way.

All of our solutions have been selected with the explicit intent to further align with your mission, provide food kids love to eat, offer fun and engaging programs and create inviting environments.



Local Dedicated Leadership

Cecilia Morin has rightfully established high expectations, and we have built a strong foundation of support for her to meet and exceed those expectations, while serving up happy and healthy to PCHS students every day. Your desire to provide a safe and innovative environment for students is supported by our ambition to create impactful programs and deliver experiences that resonate.

We are more than a business partner – we are part of the PCHS family. Our team members have professional and personal interests in your success, and they are proud to be your neighbors. They are residents with family who work and live in the community, and they know your students. We are all truly committed to PCHS.

For more information on our corporate and service capability, see page 76.

Palisades Charter High School's Chartwells Team



Cecilia Morin • Director of Dining Services

Cecilia has over 20 years of successful experience providing professional customer service and management skills. She has proven ability to effectively manage and handle difficult situations, in a highly motivated and energetic manor. She specializes in P&L management, team building, cost estimation, time management, budgeting/planning, inventory control, client relations, scheduling and training development.

Cecilia earned a Bachelor of Science in biochemistry at Universidad Autonoma de Guadalajara.

Cecilia has been living in the Los Angeles area since 1990. Her passions include cooking for her family, gardening and going on walks with her dogs.



Rafael Negroe • District Manager

Rafael has more than 20 years of experience in contract management and leading a diverse portfolio. He has a passion for exceptional customer service, operational excellence and inclusivity. Rafael has a culinary background and worked as an executive chef in the healthcare and hospitality industries. He holds certifications in foodservice, environmental services and project management and earned his Bachelor of Science in business administration at the University of Phoenix.

Rafael has been a district manager since 2014, demonstrating strong expertise and leadership in a variety of environments. Rafael has lived in the Los Angeles metropolitan area since 1988 and enjoys hiking with his wife and children. He spends his free time reading novels and books on self-improvement.

Chartwells' West Regional Team



Ashley Hartle
West Division Vice
President



Paul Tapia
Pacific Region
Vice President



Bruce Oravetz
Regional Executive Chef



Betsy Myers
Regional Dietitian



Brent Hoover
Regional Financial Analyst



Leah Winchell
Director of Field
Marketing, West



Food First: Our Culinary Culture

Kid-Approved Menus!

Menus are the foundation of the Palisades Charter High School foodservice program. Each city in California has its favorite local foods, and every district and school has different goals and objectives. With all these variations, it's clear a one-size-fits-all approach to menu planning won't meet PCHS's needs.

That's why we approach menus regionally and customize locally. Menus are developed, adjusted and fine-tuned locally based on student tastes, demographics and the particular culture of the PCHS cafeterias.

Palisades Charter High School food items are selected based on:

- Optimizing the use of USDA foods
- Incorporating fresh, local fruits and vegetables
- Complying with local wellness policies
- Responding to PCHS student tastes and preferences, thus increasing participation
- Implementing the latest food trends



We listen, and we respond!



“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, VP of Culinary



**We're PCHS's
Procurement Advocate**

Palisades Charter High School's unique specifications are our first priority when purchasing food for your program. Together, we will analyze culinary trends, nutritional goals, operating habits and customer requirements, then Foodbuy will source from the world's premier suppliers to meet your specific needs.

Quality and Variety of Food Procurement

Your partnership with Chartwells provides best-in-class purchasing power through Foodbuy, our group purchasing organization and subsidiary of Compass Group. Foodbuy is the largest foodservice procurement organization in North America, and its partnerships with manufacturers, suppliers and distributors allow us to provide the highest-quality ingredients and goods at the best possible price for our partners. We further drive down cost through volume and expert commodity usage.

Foodbuy offers the stability and purchasing power of a large corporation without sacrificing individualized care and attention. Your unique specifications are our first priority when purchasing food for your program. Together, we will analyze culinary trends, nutritional goals, operating habits and customer requirements, then Foodbuy will source from the world's premier suppliers to meet your specific needs.

High-quality products at a lower cost is only part of our pledge. We're dedicated to responsible sourcing, from purchasing produce from local farmers to following the guidelines of Monterey Bay Aquarium's Seafood Watch program. We'll work to reduce food waste and initiate food recovery, while school gardens and farmers markets put the focus on fresh, delicious and local produce.

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With more than 675 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.

Our Experience and References

About Compass Group & Chartwells

Chartwells proudly serves more than 2 million meals a day to K-12 students from coast to coast in an effort to create a happier and healthier generation. We are committed to students, faculty and administrators, and we are passionate about improving the well-being of the families and communities we serve.

Partnering with us means partnering with an experienced local and regional team with the stability, innovation and resources of the K-12 industry leader. Every day, we help drive participation, promote healthy lifestyles, engage your community and foster joy – one meal at a time.

We provide a happier and healthier future for your students through:

- The largest and most innovative network of chefs and culinary experts.
- The largest team of registered dietitians in the K-12 industry.
- Experienced, professional K-12 foodservice management.
- Best-in-class associate training and professional development.
- Engaging marketing and promotional programs for all grade levels.



National Experience

We're proud to have some of the longest-running school district partnerships in the industry. Chartwells has 363 district partnerships that have lasted more than a decade, and we've established 203 new partnerships in the past five years. When you speak with our district partners, you'll hear that we consistently provide dependable and excellent service through customized programs that align with the needs of their schools and the desires of their students, delivering on our commitment to serve up happy and healthy. No matter the length of our partnerships, we're focused on meeting – and exceeding – expectations every day by caring for students and associates.

Our Experience with Palisades Charter High School

- Five years of partnership with PCHS
- 40 collective years of foodservice experience of PCHS's on-site staff
- Over 48 years of doing business in California
- 13 school districts in California

For more information on our experience and references, see page 91

Cost and Financial Offer

Our strong partnership with PCHS has been a journey to excellence. We are proud to have successfully worked together to create a foodservice program that has evolved over the years based on the unique needs of your school. This foundation will continue to evolve as we grow the program together. Chartwells is the only company able to provide a proven price proposal you can trust and depend on for your foodservice program.

Our pricing strategies and proprietary operational processes have been molded to align with our true understanding of the PCHS foodservice program. Our national experience working with more than 675 school district partners gives you the security, efficiency and experience demonstrated by our history of great financial results. Our financial solution, as detailed in the Cost/Financial section of our proposal, is a balanced distribution of quality, service and price.

Partnership Commitment

Choosing to renew your partnership with Chartwells affords PCHS a number of benefits that could not be offered by another provider:

- A competitive but responsible price to the district that ensures no reduction in service and quality
- A food cost that ensures we continue to meet quality and variety expectations
- Retention of your dedicated and experienced Director of Dining Services Cecilia Morin and District Manager Rafael Negroe
- An attractive projected return of \$109,133
- Immediate investment of \$15,000 at Chartwells' expense for a complete signage upgrade at your school
- An unmatched California network of support experts and resources, including marketing and communications, culinary, nutrition and wellness, regulatory, human resources, procurement, client relations, safety and operations

For our full financial offer, see pages 99-103 of our proposal.

The entire Chartwells team is poised and ready to build on the foundation of our solid, collaborative partnership.





Promotion of the School Foodservice Program

Chartwells is proud to play a vital role in the Palisades Charter High School business model, and we are pleased to present our encompassing financial strategy, including the required submittals outlined in the RFP, to support a vibrant and innovative student dining experience.

We combine a competitive financial proposal with our continued commitment to fund best-in-class programs that guarantee an increase in student participation across the entire district. We constructed our financial package using the information provided in the RFP and our unique knowledge of your expectations to enable continuous quality improvement.

We understand better than anyone else what it takes to deliver quality, local and fresh meals to every student, every day at Palisades Charter High School. We take our responsibility to honor and protect the integrity of your reputation seriously and have not compromised your student experience or financial stability in pursuit of the lowest price.

For more information on our promotion of the school foodservice program, see page 85-86.

Building on Our Foundation of Success

Collaboration and alignment with what is important to Palisades Charter High School has resulted in a history of many achievements over our years of partnership.

Increasing Participation – Serving Up Happy & Healthy

No one has more innovative programs to drive participation than Chartwells and we have enjoyed great success bringing them to Palisades Charter High School. Our signature Discovery Kitchen and Student Choice programs bring fun and interactive engagement to every grade level. Our yearly promotional calendar provides themes for each month of the year and fun days that keep things lively and fresh for the students.

Student Choice

Our successful Student Choice program empowers students and gives them an opportunity to taste and use their voice and vote for the new food concepts that they would like to see in their cafeteria.

Fun tasting and voting events amplify the student voice and demonstrate our commitment to serving food they love. In our Student Choice program, our culinary concepts go head-to-head to see which one will make it on to the menu. Your students will decide!



Discovery Kitchen

Our Discovery Kitchen program is our platform to continue to integrate nutrition education, cooking demonstrations and samplings with our promotional calendar, connecting the lessons students learn with delicious food in the cafeterias.

Each month, we introduce dining promotions through Discovery Kitchen. Whether celebrating the community with local produce and farmers markets or tasting new ingredients, products and flavor combinations, we take the opportunity to highlight key themes in the national spotlight and make them local priorities.

We know students make food choices based on taste, and it is incumbent upon us to show them that healthy food can also be delicious. Our on-site staff puts together demonstrations, food tastings and nutrition education displays to generate interest in the food, food group or nutrient featured. This, in addition to our classroom lessons, allows students to have fun and learn at the same time.



Staying Connected at Palisades Charter High School

Keeping administrators, faculty/staff, parents and students connected with Chartwells and important foodservice information is an important piece to the overall puzzle. We connect with the Palisades Charter High School community through use of our Nutrislice app, district web page and monthly newsletters.

PALIHIGH FEBRUARY 2022

What's New in at PALISADES?

FEBRUARY, a month full of activities, new flavors and days to celebrate.

HAPPY CHINESE NEW YEAR!

NEW RECIPE

KUNG PAO CHICKEN

HAPPY VALENTINE'S DAY!

What better than promoting break-fast by getting a delicious fudge chocolate chip cookie during lunch on Valentine's day.



Are you cold? How about a delicious hot chocolate to start your school day.



TEAM WORK

Gina, Ely, Miriam, Jonathan an excellent team of workers, always working together and for the same goal.



March 30th, DK at Palihigh "Healthy snack"

Discovery KITCHEN



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CECILIA MORIN
DIRECTOR OF DINING SERVICES
Cecilia.ramirez@compass-usa.com

PALIHIGH MARCH 2022

What's New at PALIHIGH?

Discovery KITCHEN

Learning experiences that spark curiosity, discovery and a sense of adventure are the cornerstone of our innovative approach to nutrition education.

Students, teachers and staff at Palihigh had the opportunity to try new menus and flavors which will be included in our menus for the month of April.

PLANT AND FRUIT BASE MENUS

- SMOOTHIE BOWL WITH FRESH FRUIT
- EDAMAME HUMMUS
- ROASTED BUFFALO CAULIFLOWER



REOPEN INSIDE THE CAFETERIA

After 3 months of being closed inside the cafeteria students, teachers and staff will be able to enter the cafeteria again and enjoy our delicious hot food. Having the opportunity to see and choose what they want to have for lunch.

APRIL'S MENUS

- Southwest carne asada bowl
- Jerk chicken
- Beef lasagna
- Veggie chili and cheese baked potato
- Beef hard taco shell





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serving up happy & healthy

CECILIA MORIN
DIRECTOR OF DINING SERVICES
Cecilia.ramirez@compass-usa.com

Financial Performance

Your partnership with Chartwells has provided you with a financially sound program. This consistent performance has allowed us to work collaboratively to with you to reinvest and continually upgrade the dining experience for the Palisades Charter High School students. Only the latest and greatest for Palisades Charter High School!

We understand better than anyone else what it takes to deliver high quality, fresh and local meals to every student, every day. Our insights, experience, ability and local resources allow us to evolve with you as your goals and objectives for the district change over time. We will honor and protect the integrity of your reputation by not compromising your student experience or financial stability in pursuit of profit.



A Vision for the Future

We're proud of what we've accomplished together, but that doesn't mean we'll stop looking for new ways to improve our partnership and support your school. We believe the following initiatives would have a dramatic positive impact on your program.

Inspiring Environment

We will continue to introduce culinary concepts that bring fresh, new experiences to the Palisades Charter High School students. We will continue to look at new ways to make service even faster and more enjoyable at all schools. We'll work with district administration to identify any changes needed in signage, points of service, merchandising, or food presentation.

Participation will increase as your students are introduced to new menu items in an engaging, age-appropriate environment. Our dining programs will be implemented based on student feedback, site visits and the implementation timeline.



A Lifelong Partner

The Chartwells team is proud to be a part of the PCHS family and it would be a privilege to continue our service to your school, your students and your community. We understand your highest priority for the foodservice program is getting your students the nutrition they need to become lifelong learners. We'll continue to deliver delicious, nutritious meals and expanded service programs that reach students where they are. Whether we're finding grants to fill backpacks with weekend meals or encouraging students to try something new at the farmers market, we'll be there for you and your community. We can't wait to build on the foundation of our success and create a better future for every child at Palisades Charter High School.

Student Choice

It's fun, engaging and an experience owned entirely by the students of Palisades Charter High School. These events will be offered at the high school starting next year, with the winning food concepts integrated into the menu as a limited-time offer until the next vote.

Each event will match two to three different food concepts against each other. Students can vote in the cafeteria and see real-time results on electronic screens as the contest builds.

To maintain engagement and excitement, the next Student Choice event will bring in new choices to vote for. Students often rally their friends and teachers to vote for their favorites.

Winning concepts can be featured, in the future, at a designated Student Choice serving station.

New Food Concepts

Introduction of our hottest new concepts, Revolution Noodle and Mac & Cheesyology!

Noodles are always a good idea!

Revolution Noodle utilizes the freshest produce and specific noodle choices. Of course, authentic broths are the foundation of this Asian noodle cuisine that features elements of pho, ramen and dim sum. Students will love this fresh meal assembled to order.



A popular dish, no matter your age, is **all-American macaroni and cheese.**



Comfort food is one of the trends taking over in the restaurant industry. Mac & Cheesyology brings that trend right into our school cafeterias in a new and exciting way. Macaroni and cheese is a timeless staple that has evolved into creative custom dishes with a wide variety of melting cheeses, vegetables, proteins and toppings



Student Engagement at PCHS

Today's students, Generation Z, are more interested in the experiential aspects of dining than ever before. That means simply serving meals won't cut it. We create experiences and inspire students to engage and participate by offering great food in a fun atmosphere.

Student Choice

Student Choice gives students a true voice in deciding what culinary concepts are featured on the menu through fun tasting and voting events. Students are savvy consumers with high expectations for the dining experience, and we stay on trend by letting your students take the lead. Winning concepts are served at a Student Choice station or integrated into the menu as a limited-time offer until the next vote. Concepts are regularly refreshed to keep the program exciting.



Discovery Kitchen

Our Discovery Kitchen platform allows us to integrate nutrition education and cooking demonstrations with our promotional calendar through dynamic monthly themes, connecting the lessons students learn with delicious dishes in the cafeteria and at home.

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Listening to PCHS Students

Cafe Chat surveys, On-site Insights focus groups and our Youth Advisory Council are just some of the ways we solicit student feedback to identify opportunities for improvement and measure program success. On average, focus groups result in a 5% increase in participation and higher customer satisfaction by demonstrating that their input is valued and acted upon. Students can rate each menu item via our Nutrislice app and provide additional feedback, which is immediately sent to your director of dining services.

Partnering with PCHS Administrators

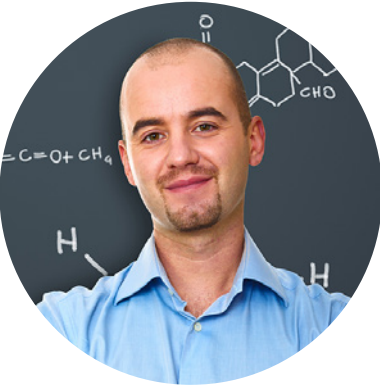
Principals provide feedback on the quality of service and experience they are receiving through our principal scorecards, and we'll follow up with quarterly forums. Additionally, we ensure your administration is always up to date on the program's financial status through monthly and quarterly business reviews. Finally, school nurses can filter our menu for a specific allergen or print a list of carbohydrate counts through Nutrislice, aiding them in their care of students with special dietary needs.

Engaging PCHS Parents

Parent outreach includes parent nights, back-to-school open houses and family fun nights. We want them to see the services their students have access to each day. We educate families on Nutrislice, ensuring they're getting the most out of this valuable tool. Newsletters help us communicate what's happening in the cafeteria, and we'll help families navigate the application process for free and reduced lunch.

Involving the PCHS Community

Whether it's supporting the local economy by purchasing local produce or maintaining a presence at the local farmers market, Chartwells seeks to contribute to the entire community. We'll be by your side at special district events and reach out to the community with nutrition and sustainability education at community events.





“We believe food should be a discovery, an adventure, and that kids learn more when they’re experiencing something versus simply taking in information. Our promotions and food education programs are built on this belief and designed to provide engaging and impactful food discovery experiences.”

– Belinda Oakley, CEO, Chartwells K12

Nutrition Education



Discovery Kitchen

Learning experiences that spark curiosity, discovery and a sense of adventure are the cornerstone of our innovative approach to nutrition education. Through Discovery Kitchen, we have engaged PCHS students in hands-on cooking demonstrations and tasting events to introduce them to new foods and flavors. Each month brings a new, exciting theme that blends our menu, promotions and education initiatives together for an immersive experience in the cafeteria, the classroom and at home.



In the Classroom

Chartwells will continue to contribute our dietetic resources, knowledge and expertise to the PCHS school community and be an active participant in your nutrition education efforts. We have and will continue to help you drive your nutrition education efforts and connect the classroom to the cafeteria. Some great examples are: students enjoying a variety of whole-grain items on their menus, such as brown rice or whole-wheat pastas and breads; playing “guess the grains” during a cafeteria demonstration; learning the proper pronunciation of quinoa (keen-wah) during an in-classroom lesson; or practicing pressing their own corn tortillas during a Discovery Kitchen lesson.



Personnel Management/ Staffing Considerations

Preparing for Success

All Chartwells associates complete a robust training program every year. We invest in continued culinary training, empowering our associates to be more creative in the kitchen and boosting their confidence. We inspire them to be innovative, instruct them how to best utilize seasonal and local produce, and present food in ways that appeal to our Gen Z students.

Training and professional development not only increases food quality, but also improves associate satisfaction and retention. We want our associates to grow and pursue their goals because when they succeed, we succeed. As another example, our unique partnership with DeVry University provides scholarships that help our associates continue their education and take their careers to the next level.

As required by the USDA, Professional Standards Training is provided to each school foodservice manager. Leads receive a minimum of 10 hours of training on topics that enhance the student experience and performance of associates in their daily job duties.

Caring for Your People

Your and our associates are at the heart of everything we do, and we're dedicated to caring for them so they can care for your students. There are many ways we set ourselves apart from other child nutrition management companies, ensuring we're an employer of choice to attract and retain the best talent in the industry. For our associates we offer:

- Year-round benefits
- Five paid sick days, and six paid holidays
- Extensive training and performance incentives
- Matching 401(k) plan
- Uniforms and background checks at no cost to associates

For more information on personnel management/staffing considerations, see page 53-71.

Financial Condition, Stability & Business Practices

Our parent company, Compass Group PLC, is \$24.8 billion strong as of fiscal year 2021 and the world leader in culinary and hospitality services. One of the greatest benefits of a Chartwells partnership is the financial security of a large corporation in tandem with the individualized, local attention of a small company. By choosing to continue our partnership, you are guaranteed financial stability and a long-term commitment to partnership, transparency and success.

We have included three years of financial statements to demonstrate we provide long-term financial stability.



Accounting & Reporting Systems

Detailed, transparent and reliable accounting programs are vital, and we'll ensure you know exactly where your foodservice dollars are being spent by providing just that:

- Monthly operating statement and a monthly meeting to answer questions.
- SAP system utilized as our business management architecture.
- Owner's Management Suite available anytime, anywhere for our managers to oversee people, menus, finances and facilitate communication.
 - This suite of programs provides reports for accounts receivable, inventory, transfers, accounts payable and financial reports including profit and loss.
- Internal Control Review audit site.
- Cash handling policies and monitoring.
- Quarterly forecasts used to evaluate our performance against the budget.
- Preparation of annual budget to anticipate changes in the coming year.

All of these programs, processes and procedures are detailed in the body of the proposal.


For more detailed information on our financial conditions/ stability/business practices, and accounting and reporting systems, see page 83 and 84, respectively.





Section 2 – Required Attachments

Serving Up Happy & Healthy



Food is a big part of everyone’s well-being, and students need a place to eat where they can connect with others, recharge and enjoy a sense of happiness in their school. That’s why we serve food kids love to eat and create programs that encourage fun and discovery. Most importantly, we believe that happy cafeterias start with our people so we empower them to go above and beyond to bring their personal “extra” for even more creativity and joy at mealtime. **Our goal every day is to make sure that students leave the cafeteria happier and healthier than when they came in.**



A. Attachments Checklist



Serving Up Happy & Healthy

The Respondent shall include a checklist containing all documents identified in the Attachments Checklist (as listed on Attachment A). The SFA may reject proposals that do not include the proper required attachments.

The SFA will score and rank selected proposals by assigning a score between zero and the maximum score to each proposal criterion. The SFA will recommend awarding the contract to the most responsive and responsible Respondent with the highest total proposal score.

Attachment A

Attachment A: Attachments Checklist

Chartwells

Respondent Company Name

Please complete this checklist to confirm that the items listed below have been included in your proposal. Place a checkmark or “x” next to each item submitted to the SFA. For your proposal to be considered, all required attachments must be returned, including this checklist. Submit one copy of your proposal in a sealed package.

| Attachment | Attachment Name |
|----------------|---|
| <u> X </u> A | Attachments Checklist |
| <u> X </u> B | Mandatory Tour |
| <u> X </u> C | Minimum Qualifications |
| <u> X </u> D | FSMC Professional Standards |
| <u> X </u> E | Proposal Questionnaire |
| <u> X </u> F | Respondent References |
| <u> X </u> G | Authorization Agreement |
| <u> X </u> H | Fee Proposal |
| <u> X </u> I | Certifications Regarding Lobbying Activities, Debarment, Suspension and Other Responsibility Matters |
| <u> X </u> J | Certificate of Independent Price Determination |
| <u> X </u> K | 21–Day Cycle Menu (Include) |



B. Mandatory Tour



Serving Up Happy & Healthy

See Attachment B. The tour schedule includes the sites. Prospective Respondents may not contact any sites or employees outside of the scheduled visit. The SFA requests that Respondents do not take pictures, of students, and employees, during the tour as the SFA has not obtained releases from parents, students, and employees.

Attachment B: Mandatory Tour

The Mandatory Tour will include an escorted tour.

- The tour schedule includes the sites listed below.
- Prospective Respondents may not contact any sites or employees outside of the scheduled visit.
- The SFA requests that Respondents do not take pictures during the tour as the SFA has not obtained releases from parents, students, and employees.

MANDATORY TOUR SCHEDULE

Mandatory Tour begins at 11:30am PT
Where: Palisades Charter High School. 15777 Bowdoin St. Pacific Palisades, CA. 90272
Also conducted virtually via Zoom

The SFA thanks all Respondents for abiding by our request to keep the disruption caused by the visit to a minimum.

**Chartwells attended the mandatory
tour on April 6, 2022 at 11:30 a.m.**



C. Minimum Qualifications



Serving Up Happy & Healthy

The SFA will only consider Respondents that meet all minimum qualifications (as listed on Attachment C).

The SFA will only consider Respondents that meet all minimum qualifications (as listed on Attachment C).

Attachment C: Minimum Qualifications

A Respondent must meet all of the following minimum qualifications to the SFA's satisfaction to be given further consideration. Failure to satisfy any of the minimum qualifications may result in the immediate rejection of the proposal.

As of May 1, 2020, both the Respondent's company and its key personnel meet all of the following minimum qualifications:

- 1. The Respondent has at least three (3) of experience with food service programs.
We have been feeding kids in California since 1974 and under the Chartwells name for the last 20 years. Yes No
- 2. The Respondent has the resources and ability to provide at least 160,000 meals per fiscal year.
Chartwells serves over 10 million meals annually in California. Yes No
- 3. The Respondent has knowledge and experience with the National School Lunch and School Breakfast Programs.
Chartwells has experience with the National School Breakfast and Lunch Program in California for over 40 years. Yes No
- 4. The Respondent has the ability to provide employees to provide the preparation and distribution of meals at seven school sites within the District.
Chartwells has the ability to provide employees to provide preparation and distribution of meals at seven school sites within this proposal. Yes No
- 5. The Respondent has professional references that demonstrate and evidence the ability to perform the required services.
Chartwells has provided the required references in the Respondent References section of this proposal. Yes No
- 6. The Respondent is licensed to do business in the state of California.
A copy of Chartwells' license to do business can be found in this section. Yes No

Depth and Breadth of Experience

Partnering with us means partnering with an experienced local team with the stability, innovation and resources of the K-12 industry leader. Every day, we help drive participation, promote healthy lifestyles, engage your community and foster joy – one meal at a time.

Opening the door to new opportunities for you through:



A national network of chefs



The largest team of registered dietitians in the K-12 industry



Experienced managers



Marketing and promotional programs for all grade levels



Communications and public relations support



Improved financial performance



Procurement expertise and unrivaled purchasing power



Best-in-class associate training and professional development

“Through our partnership with Chartwells, I am so proud of what we have accomplished and bursting with excitement as to where we can go in the future.”
– Anthony N. Dragona, RSBA, School Administrator/Interim Board Secretary, Union City Board of Education, Union City, New Jersey

Licensed to Do Business in the State of California

State of California
Secretary of State

NAME CHANGE CERTIFICATE OF QUALIFICATION

C1967263

I, DEBRA BOWEN, Secretary of State of the State of California, hereby certify that on the 1st day of July, 2011, there was filed in this office an Amended Statement and Designation by Foreign Corporation whereby the corporate name of **COMPASS GROUP USA, INC. WHICH WILL DO BUSINESS IN CALIFORNIA AS COMPASS GROUP FOODSERVICE**, a corporation organized and existing under the laws of **Delaware**, was changed to **COMPASS GROUP USA, INC.**. This corporation complied with the requirements of California law in effect on that date for the purpose of qualifying to transact intrastate business in the State of California and as of said date has been and is qualified and authorized to transact intrastate business in the State of California, subject however, to any licensing requirements otherwise imposed by the laws of this State.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of July 5, 2011.



A handwritten signature in black ink that reads "Debra Bowen".

DEBRA BOWEN
Secretary of State



D. FSMC Professional Standards



Serving Up Happy & Healthy

Establishes minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs (as listed on Attachment D).

Attachment D: FSMC Professional Standards

FSMC Employees Professional Standards

Federal Register Vol. 80, No. 40, dated March 2, 2015, referred to as the “Final Rule,” establishes minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs. In the Final Rule, the following definitions are established:

1. **School Nutrition Program Director.** The school nutrition program director is any individual directly responsible for the management of the day-to-day operation of school food service for all participating schools under the jurisdiction of the school food authority.
2. **School Nutrition Program Manager.** The school nutrition manager is any individual directly responsible for the management of the day-to-day operation of school food service for a participating school(s).
3. **School Nutrition Program Staff.** School nutrition program staff are those individuals, without managerial responsibilities, involved in day-to-day operations of school food service for a participating school(s).

The Final Rule establishes that these definitions apply to the function/role rather than the specific title within the school food service structure, and that the definitions apply whether or not the school food service is operated by an FSMC. Therefore, as of the effective date of this contract, the minimum professional standards established by the Final Rule, and described therein, shall apply to FSMC staff performing any of the duties described above.

The FSMC shall only place staff for work in the school district that meet the minimum professional standards outlined in 7 *CFR*, Section 210.30, which can be viewed at the following web page: http://www.fns.usda.gov/sites/default/files/cn/profstandards_flyer.pdf.

- The SFA shall ensure that all staff the FSMC proposes for placement meet the minimum professional standards.
- The FSMC shall ensure their employees take the required annual training as outlined in the professional standards and provide certification of such training to the SFA. The FSMC shall remove from the SFA premises any staff who fail to take the required annual training.
- The FSMC shall provide the SFA with a list of proposed employees and evidence that they meet the professional standards.

Chartwells acknowledges and agrees to be fully compliant with the professional standards requirement outlined above.

Management Team

Our Leaders Help PCHS Succeed

One of the many things that sets apart Chartwells is the experience, expertise and dedication of our people. While we're proud of the breadth and depth of skills and services we bring to you, what motivates and inspires us is your students. Our managers truly care about your students and work hard to create a fun and welcoming environment where they can enjoy great food with friends.

Our approach is to build a program that reflects your specific needs. We value our role in the community and view our partnership as an opportunity to provide culinary, nutrition, marketing and operational expertise on a local, regional and national level to ensure we are meeting your goals.

Your students deserve the best, and our managers are committed to making that happen. Chartwells brings an unparalleled depth of resources to our partnerships, including:

- Nutrition and menu development
- Quality food and culinary support
- Accounting and finance
- Human resources and labor relations
- Purchasing
- Training
- Wellness initiatives
- Quality assurance, safety and sanitation
- Technology
- Marketing
- Customer service and communication





Your Local Team

Your local team – led by District Manager Rafael Negroe and Director of Dining Services Cecilia Morin – will continue to be the cornerstone of your program throughout our partnership. The team will bring exciting, cutting-edge experiences to your school and provide the support necessary to deliver a best-in-class program. We will consistently 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 success of those 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.

Cecilia Morin, Director of Dining Services

Cecilia will be the key on-site person in your school. As an active member of your community and administrative team, Cecilia will balance the needs of students, administrators and associates to ensure exceptional service and satisfaction. Cecilia focuses on these key areas:

Customer satisfaction

Financial execution

Merchandising and food presentation

Management relations and leadership skills

Employee development

“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, Deputy Superintendent at Lyon County School District about Director of Dining Services Akiko Miyagi



Cecilia Morin

Foodservice Director

Experience

Compass Group, 2016 - Present

Foodservice Director

- Manage foodservice production, service and staff of Palisades Charter High School and Birmingham Community High School
- Monitor annual budget, revenues goal and expenses
- Expedite daily and weekly reports pertaining to foodservice production and accountability
- Hire and train all foodservice employees
- NSLP and CDE administrative review experience
- Oversee purchasing and inventory control
- Monthly marketing and promotions

Sodexo, 2000 - 2016

Palisades Charter High School, 2010-2016

- Balanced Sodexo's and school's financials
- Controlled food and labor cost
- Implemented payroll, safety protocols and regulations
- Managed and trained staff members
- Built client relations and account retention

Gibson Dunn and Crutcher Law Firm, 2000-2010

- Executed accounting system input and P&L analysis of company business plan
- Executed payroll and reporting
- Assisted with booking, setting and overseeing catering of special events
- Managed inventory input and control
- Organized and optimized front-of-house setup
- Trained and managed personnel

Education

Universidad Autonoma De Guadalajara, Mexico

Bachelor of Science in biochemistry; minor in food technology



Training

Creating a happy and healthy environment for students and associates begins by hiring people who genuinely care about the students and school they serve. Our associates are the heart and soul of our program, and we empower them to bring their own unique flavor of hospitality to the cafeteria.

We know that when they 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.

A list of training topics has been provided here and additional topics may be added throughout the year as required and/or needed to ensure the foodservice associates at PCHS have the most current knowledge and skills needed to be successful.

Orientation and Preopening

Orientation Training kicks off the learning process for our newest team members. We provide information to help acclimate new associates and set them on the path of their professional journey with Chartwells. Passport training for frontline associates includes:

- Learning Your Job
- Food Safety and Sanitation
- Embrace Diversity
- Living Well
- Harassment and the Workplace
- Workplace Safety
- Cross-Training/Skill Building
- Food Allergy Management
- USDA Compliance

As required by the USDA, **Professional Standards Training** is provided to each school foodservice manager, and leads receive a minimum of 10 hours of training. These topics assist associates in performing their daily job duties and enhancing the student experience.

We offer **Back to School Training** for our team during the school's in-service day. Our teams use this time to provide great meals to teachers and administrators, while also taking time to share information and provide training for the new school year.

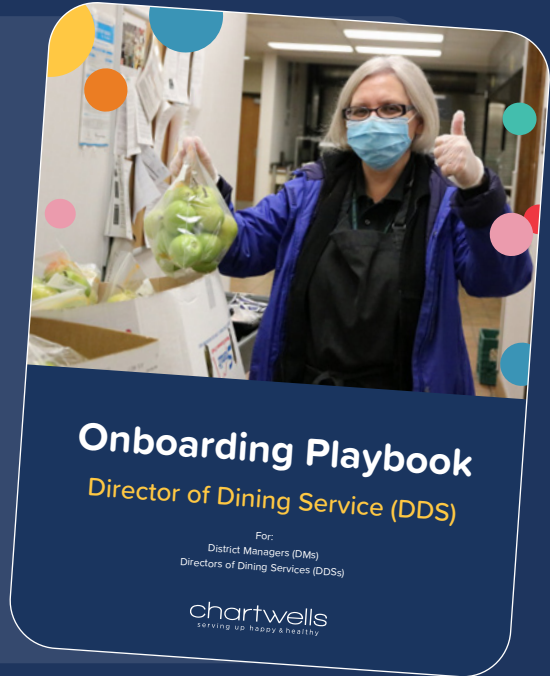
Role-Based Training: Director of Dining Services

Your director of dining services will coordinate training topics to ensure they are customized for your school. Specific, custom training is provided in collaboration with school principals and administration for intruder safety practices, fire drills and use of fire extinguishers.

Onboarding Playbook

Our Onboarding Playbook for your director of dining services focuses on their first 90 days of employment. It includes a mix of activities through an Experience Map to help the leader with the foundations of our business – field operations, nutrition and culinary excellence, financial processes, human resources, key contacts, safety, marketing and communications. It also emphasizes unit/account leadership and personnel engagement.

The playbook leverages the Nudge Rewards platform to reinforce key role concepts using push messages during the leader’s first 30 days and is customizable (we can add or subtract activities) to fit the needs and expectations of PCHS.



Onboarding Experience Checklist | Director of Dining Services (DDS)

| | Pre-Boarding | Day 1 | Day 2-5 | Day 6-30 | Day 31-60 | Day 61-90+ |
|-------------------------|---|---|---|---|---|---|
| DDS (New Hire) | <ul style="list-style-type: none"> Complete onboarding policies before Day 1: <ul style="list-style-type: none"> Offer Letter signature Drug/Alcohol Test Consent Chartwells K12 Background and Fingerprint School Background and Fingerprint I-9 (Section 1) Health Report Agreement Receipt of Employee Handbook Annual Legal Acknowledgement Health Interview Record Emergency Contact Benefits Enrollment Payroll Enrollment | <ul style="list-style-type: none"> Meet DM and tour school(s) Finalize I-9 (Section 2), W4, payroll, and other Day 1 employment forms Meet kitchen team Meet Principal(s) and key administration Meet your HRBP Setup office Ensure system access and finalize MyFinance, MyReports, MyOrders, Webtrition, MyStaff, MyI9, PeopleHub, others Setup Nudge and tour the app | <ul style="list-style-type: none"> Daily check-in with DM – financials, account details, support team intro Daily check-in with Kitchen Leads – challenges and needs Schedule 1-1s with K12 contacts – culinary, marketing, nutrition, and finance Acclimate to systems Meet additional school admin and union, if applicable Access MyLMS and begin Annual Required Training Access Chartwells Safety site Review Nudge messages | <ul style="list-style-type: none"> Begin, resume, and complete Annual Required Training Begin and complete DDS Role Playbook (TBD) Review Chartwells Cheers program Daily/weekly check-in with DM Daily/weekly check-in with Kitchen Lead(s) Check-in with Principal(s) and key administration Bi-weekly or monthly check-in with culinary, marketing, nutrition, and finance Review Nudge messages | <ul style="list-style-type: none"> Check-in with DM – Recap last 30 days (learning, team challenges, questions and concerns) Check-in with Principal(s) and key administration Bi-weekly or monthly check-in with culinary, marketing, nutrition, and finance Access D&I site Passport Port of Call 1 – Our Story Passport Port of Call 2 – Our Companies Passport Port of Call 3 – Our People Passport Port of Call 4 – Our Strategy Passport Port of Call 5 – Our Success Video: Who is SSC? Video: Who is Higher Ed | <ul style="list-style-type: none"> Check-in with DM – Recap last 30 days (learning, team challenges, questions and concerns) Check-in with Principal(s) and key administration Bi-weekly or monthly check-in with culinary, marketing, nutrition, and finance |
| DM (Manager/Supervisor) | <ul style="list-style-type: none"> Refer to Pre-Boarding Countdown Checklist | <ul style="list-style-type: none"> Greet DDS and provide school/account tour Provide role summary and work introduction Finalize I-9 (Section 2), W4, payroll, and other Day 1 employment forms Provide computer and swag Introduce K12 team and HRBP Introduce Principal(s) and key administration, if necessary Provide key K12 contact list including culinary, marketing, nutrition, and finance | <ul style="list-style-type: none"> Daily check-in w/ DDS Ad-hoc system training and role support Introduce DDS to additional school/account contacts as applicable Send email introducing DDS to other DDSs in the region | <ul style="list-style-type: none"> Daily/weekly check-in w/ DDS Review Chartwells Cheers program Ad-hoc system training and role support Introduce DDS to additional school/account contacts as applicable | <ul style="list-style-type: none"> Daily/weekly check-in w/ DDS Ad-hoc system training and role support | <ul style="list-style-type: none"> MONTH 3 <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed MONTH 6 <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed MONTH 9 <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed |
| Buddy | <ul style="list-style-type: none"> Talk to DM about Buddy expectations and obtain DDS background | <ul style="list-style-type: none"> Introduction and check-in with DDS. Determine site visit at Buddy’s account (first 30 days) | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? Introduce to other DDSs | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? |

Role Playbook

Our directors are the heartbeat of our organization and here to ensure your culinary and nutritional success. As such, we've documented a comprehensive list of information to help directors navigate their role through three lenses: you, your team and your account. This resource works in tandem with their onboarding plan.

Annual Training Calendar

This calendar for directors provides a list of required and recommended training and specifies when to complete the training throughout the year. The resources are linked directly to our LMS and help your district manager and director of dining services stay compliant and on-track.

| Annual Training Calendar Director of Dining Services (DDS) | | | | | | | | | | | | | | | |
|--|--|--|--|--|---------------|--|--|----------------|---------------|--|------------|--------------|--------------|--------------|---------|
| Function | Course | Time (min) | Aug (Start) | Sep | Oct | Nov | Dec (Break) | Jan | Feb | Mar | Apr | May (Summer) | Jun (Summer) | Jul (Summer) | |
| HR & Compliance (Approx. 3 hours) | Workplace Harassment 2021 (odd years) + IL & NY completed annually | 70 (CACT 120 min) | Complete within 30 days as a New Hire. | | | | | | Access/Review | Complete within 30 days as a New Hire. | | | | | |
| | Wage and Hour 2022 (even years) | 30 | Complete within 30 days as a New Hire. | | | | | | Access/Review | Complete within 30 days as a New Hire. | | | | | |
| | Food Allergies | 45 | Complete within 12 months as a New Hire, then every year from that completion date. | | | | | | | | | | | | |
| | OSHA Compliance (every 2 years) | 15 | Complete within 12 months as a New Hire, then every 2 years from that completion date. | | | | | | | | | | | | |
| | Cyber Security (every 3 years) | 20 | Complete within 30 days as a New Hire, then every 3 years from that completion date. | | | | | | | | | | | | |
| | Sex/Safe Manager (every 3 years) | 8-10 hours | Complete within 30 days as a New Hire, then every 3 years from that completion date. | | | | | | | | | | | | |
| | Diversity & Inclusion | 10 each | Mitigating Bias | Empathy | Competency | Speaking Up | | | | | | | | | |
| Safety (Approx. 2.5 hours) | Blood Borne Pathogens (First Aid only) | 30 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Compass Manager Workplace Safety | 30 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Hazard Communication | 30 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | COMPASSION - COVID-19 Hospitality | 20 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | COMPASSION - COVID-19 Safety | 20 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Safety Binder Monthly Reminder | 5 | Opening | Slip/Trip/Fall | Burns Prev | Struck By | Emergency Res | Stop/Think/Act | Cut Prev | Strain Prev | HAZOOM Ref | Shutdown | | | |
| | Alert Drivers (for vehicles TKR file) | 25 | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly |
| Nutrition (Approx. 7 hours) Ⓢ Recommended | Food Allergy Fundamentals | 80 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Specific Food Allergy Review | 180 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Buy America | 15 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Meal Pattern Fundamentals | 30 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| | Production Records for Directors | 10 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| | Smart Snacks | 15 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| | USDA Professional Standards | 10 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| | Webinar 141 | 90 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| | Webinar Refresher | 90 | Access/Review | Complete annually as a refresher. | | | | | | | | | | | |
| Communications (< 1 hour) Ⓢ Recommended | Communication Toolkit | 20 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| Labor Relations (Approx. 2 hours) Ⓢ Recommended | Labor Relations Training for Act Managers | 120 | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | | | |
| Culinary (Approx. 2 hours) Ⓢ Recommended | Culinary Basics - Knife Safety | 8 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Culinary Basics - Knife Skills | 8 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Culinary Basics - Pizza Handling | 9 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Culinary Basics - Station Standards | 9 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Food Cost - Pre and Post Cost Menu | 6 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Quality Assurance - Keep Food Safe | 17 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Purchasing - MyOrders | 8 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Purchasing - Foodbuy & BuySmart | 7 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Purchasing - Compliant Purchasing | 3 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Purchasing - Order Guide | 5 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Purchasing - Shopping Lists, Alerts | 8 | Access/Review | Complete within 30 days as a New Hire. | | | | | | | | | | | |
| | Food Costs - Managing Cost | 23 | Complete within 60 days as a New Hire. | | | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | |
| | Quality Assurance - Delivering | 6 | Complete within 60 days as a New Hire. | | | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | |
| | Culinary Basics - Batch Cooking | 10 | Complete within 60 days as a New Hire. | | | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | |
| | Culinary Basics - Kitchen Behaviors | 5 | Complete within 60 days as a New Hire. | | | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | |
| Culinary Basics - Food Presentation | 6 | Complete within 60 days as a New Hire. | | | Access/Review | Complete within 60 days as a New Hire. | | | | | | | | | |
| Marketing (Approx. 7 hours) Ⓢ Recommended | Environment - Program Intro | 15 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Environment - Streamline Your Cafe | 60 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Environment - 5 Senses | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Menu Basics + Supplement (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Menu Advance + Supplement (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Digital Signage Basics + Supplement (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Digital Signage Advance (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Menu Map View + Supplement (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Marketing Tools + Supplement (if applicable to acct) | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Nutrition - Digital Ordering (if applicable to acct) | 15 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Overview - Marketing Workbook | 60 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Programs - Discovery Kitshop | 10 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Programs - Mood Board | 10 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |
| | Programs - Student Choice | 30 | Complete within 60 days as a New Hire. | | | | | | Access/Review | | | | | | |

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 – similar in format and design to our Onboarding Playbook for directors of dining services – 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 leverages the Nudge Rewards platform to reinforce key role concepts using push messages during the associate’s first 30 days and is customizable (we can add or subtract activities) to fit the needs and expectations of PCHS.



Onboarding Playbook Hourly Food Service Worker

For:
Directors of Dining Services (DDSs)
who hire Hourly Food Service Workers, their Kitchen Leads(s),
and Hourly Food Service Worker Onboarding Buddies

chartwells
serving up happy & healthy

| Onboarding Experience Checklist Food Service Worker | | Name: | Start Date: | | | |
|---|--|---|--|---|---|--|
| Pre-Boarding | Day 1 | Day 2 | Day 3-5 | Week 2 | Week 3+ | |
| Food Service Worker (New Hire) | <ul style="list-style-type: none"> Complete onboarding policies before Day 1: <ul style="list-style-type: none"> Offer Letter signature Drug/Alcohol Test Consent Background and Fingerprint I-9 (Section 1) Health Report Agreement Receipt of Employee Handbook Annual Legal Acknowledgement Health Interview Record Emergency Contact Benefits Enrollment Payroll Enrollment | <p>EARLY MORNING</p> <ul style="list-style-type: none"> Meet DDS and clock-in, if possible Finalize I-9 (Section 2), W4, payroll, and other Day 1 employment forms (<i>Chartwells associate only: ignore for District</i>) Access MyLMS and begin Annual Required Training, if ID is setup with DDS Setup MyStaff Mobility and tour it if system setup is complete Setup Nudge and tour it if system setup is complete <p>LATE MORNING/EARLY AFTERNOON</p> <ul style="list-style-type: none"> Meet Kitchen Lead and team Tour the kitchen and stations Meet Buddy and shadow work Review Nudge message Clock-out (MyStaff Mobility), if personnel ID is setup | <ul style="list-style-type: none"> Clock-in (MyStaff Mobility) if system access is active Meet Kitchen Lead and receive work instructions Attend daily team meeting Shadow or rotate station work Begin, resume, complete Annual Required Training with DDS Clock-out (MyStaff Mobility) if system access is active | <ul style="list-style-type: none"> Clock-in (MyStaff Mobility) Meet Kitchen Lead and receive work instructions Attend daily team meetings Begin, resume, complete Annual Required Training with DDS Shadow and rotate station work; begin independent station work if ready Review Nudge messages Clock-out (MyStaff Mobility) | <ul style="list-style-type: none"> Clock-in (MyStaff Mobility) Meet Kitchen Lead and receive work instructions Attend daily team meetings Resume and complete Annual Required Training with DDS Shadow and rotate station work or continue independent station work Review Nudge messages Clock-out (MyStaff Mobility) | <ul style="list-style-type: none"> Clock-in (MyStaff Mobility) Meet Kitchen Lead and receive work instructions Attend daily team meetings Begin or continue independent station work Review Nudge messages Clock-out (MyStaff Mobility) |
| DDS (Manager/Supervisor) | <ul style="list-style-type: none"> Refer to Pre-Boarding Countdown Checklist | <p>EARLY MORNING</p> <ul style="list-style-type: none"> Greet Food Service Worker Provide role summary and work introduction (do's/don'ts) Provide school/district information Provide building access/job, if applicable Finalize I-9 (Part 2), W4, payroll, and other Day 1 employment forms Finalize system access (follow Pre-Boarding Countdown Checklist) if necessary <p><i>If system access is setup:</i></p> <ul style="list-style-type: none"> Clock-in Food Service Worker Provide MyLMS intro and begin Annual Required Training Setup and demo MyStaff Mobility Setup and demo Nudge | <ul style="list-style-type: none"> Visit kitchen and check-in with Food Service Worker Continue to finalize system access (follow Pre-Boarding Countdown Checklist) if necessary Manually clock-in/out Food Service Worker for Day 1 and/or Day 2 if necessary <p><i>If system access is setup:</i></p> <ul style="list-style-type: none"> Begin, resume, complete Annual Required Training Setup and demo MyStaff Mobility if necessary Setup and demo Nudge if necessary | <ul style="list-style-type: none"> Visit kitchen and check-in with Food Service Worker Continue to finalize system access (follow Pre-Boarding Countdown Checklist) if necessary Manually clock-in/out Food Service Worker if necessary Begin, resume, complete Annual Required Training Setup and demo MyStaff Mobility if necessary Setup and demo Nudge if necessary | <ul style="list-style-type: none"> Visit kitchen and check-in with Food Service Worker Resume and complete Annual Required Training Discuss early performance with Kitchen Lead and plan informal feedback with Food Service Worker | <p>MONTH 1</p> <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed <p>MONTH 3 (Probationary End)</p> <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed <p>MONTH 6</p> <ul style="list-style-type: none"> Provide informal performance feedback and action planning if needed |
| Kitchen Lead | <ul style="list-style-type: none"> Refer to Pre-Boarding Countdown Checklist | <p>LATE MORNING/AFTERNOON</p> <ul style="list-style-type: none"> Introduce team Tour the kitchen and stations Introduce Buddy and explain shadow work Help clock-out Food Service Worker if system access is setup | <ul style="list-style-type: none"> Greet Food Service Worker and help with clock-in/out if system access is setup Provide work instructions; explain school rotation if applicable | <ul style="list-style-type: none"> Provide work instructions and explain school rotation if applicable Reflect on early performance and station fit(s); ask for team feedback if applicable Encourage team camaraderie | <ul style="list-style-type: none"> Provide work instructions and explain school rotation if applicable Discuss early performance with DDS and plan informal feedback with Food Service Worker Encourage team camaraderie | <ul style="list-style-type: none"> Provide work instructions and explain school rotation if applicable Encourage team camaraderie |
| Buddy | <ul style="list-style-type: none"> Talk to Kitchen Lead about expectations and Food Service Worker background | <ul style="list-style-type: none"> Introduce yourself to the Food Service Worker | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? | <ul style="list-style-type: none"> Check-in: What questions do you have or how can I help? |

Annual Training Calendar

The Annual Training Calendar provides a list of required and recommended training for new and existing associates and specifies when to complete the training throughout the year. The resources are linked directly to our LMS and help your director of dining services stay compliant and on-track with their associates.

| Annual Training Calendar Food Service Worker | | | | | | | | | | | | | | | |
|--|--|------------|---------------|---------|---------|---------|-------------|---------|---------|---------|---------|--------------|--------------|--------------|---------|
| Function | Course | Time (min) | Aug (Start) | Sep | Oct | Nov | Dec (Break) | Jan | Feb | Mar | Apr | May (Summer) | Jun (Summer) | Jul (Summer) | |
| HR & Compliance (Approx. 1 hour for specific states only) | Workplace Harassment 2021 CA only | 60 | | | | | | | | | | | | | |
| | Workplace Harassment 2021 CT only | 120 | | | | | | | | | | | | | |
| | Workplace Harassment 2021 Restaurants and the State of IL only | 15 | | | | | | | | | | | | | |
| | Cyber Security (every 3 years) | 20 | | | | | | | | | | | | | |
| Safety (Approx. 2 hours) | Blood Borne Pathogens (First Aid only) | 30 | Access/Review | | | | | | | | | | | | |
| | DAWSQ | 30 | Access/Review | | | | | | | | | | | | |
| | Hazard Communication | 30 | Access/Review | | | | | | | | | | | | |
| | COMPASSION - COVID-19 Hygiene | 20 | Access/Review | | | | | | | | | | | | |
| | COMPASSION - COVID-19 Safety | 20 | Access/Review | | | | | | | | | | | | |
| | Safety Binder Monthly Reminder | 5 | Opening | | | | | | | | | | | | |
| | Alert Drivers (for vehicles 10K lbs+) | 25 | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly | Monthly |
| Nutrition (Approx. 2 hours) Ⓢ = Recommended | Group Allergy Training | 17 | Access/Review | | | | | | | | | | | | |
| | How to Read a Recipe | 10 | Access/Review | | | | | | | | | | | | |
| | Breakfast Meal Pattern | 26 | Access/Review | | | | | | | | | | | | |
| | Lunch Meal Pattern | 33 | Access/Review | | | | | | | | | | | | |
| | Production Records | 12 | Access/Review | | | | | | | | | | | | |
| | Vegetable Subgroups | 6 | Access/Review | | | | | | | | | | | | |
| | Introduction to Child Nutrition | 10 | Access/Review | | | | | | | | | | | | |
| Culinary (Approx. 1 hour) Ⓢ = Recommended | Culinary Basics - Knife Safety | 8 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Knife Skills | 8 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Pizza Handling | 9 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Station Standards | 9 | Access/Review | | | | | | | | | | | | |
| | Quality Assurance - Keep Food Safe | 18 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Rabbit Cooking | 10 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Kitchen Behaviors | 4 | Access/Review | | | | | | | | | | | | |
| | Culinary Basics - Food Presentation | 6 | Access/Review | | | | | | | | | | | | |
| Marketing (Approx. 1.5 hours) Ⓢ = Recommended | Environment - Program Intro | 15 | Access/Review | | | | | | | | | | | | |
| | Environment - Streamline Your Cafe | 60 | Access/Review | | | | | | | | | | | | |
| | Environment - 5 Senses | 30 | Access/Review | | | | | | | | | | | | |



Ongoing Learning and Skills

We know associates want to grow their knowledge and skills according to their schedules and through training tailored to their learning styles. In addition to on-site training, we also offer an extensive eLearning 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.

Training opportunities are available in a variety of formats:

*On-site
training*

eLearning

*Monthly
webinars*

*One-on-one
support*

*Biweekly
communication*



Accelerated Manager Program (AMP)

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.





Daily, Weekly and Monthly Training

Daily

Managers conduct a pre-service briefing every day to update the team on daily activities and knowledge. Meetings might include addressing current safety concerns, ensuring everyone is aware of that day's promotion or recognizing positive contributions.

Weekly

Associates participate in a five-minute training session each week to stay up to date on safety and sanitation policies and procedures. This is our unique solution for easily incorporating ongoing food safety training into the workweek.

Twenty-Four 5-Minute Training Topics Worksheet

- Choose a "Topic"
- Read "Associate" and "Supervisor" information for your topic
- Review any form(s) or log(s) for your topic
- Identify "who" will be trained
- Make copies of "Associate" page to hand out
- Make notes on your copy to refer to during training
- Coach your staff for success

Monthly

At Chartwells, training isn't just about checking off requirements - it's about giving our associates the opportunity to grow personally and professionally. When they reach their goals, we reach ours.

Every month features:

*Workplace
Safety*

Food Safety

CHAT



Topics may include:

- Meal Requirements
- Food Allergen Awareness (certified by FARECheck)
- ServSafe
- Production Records
- Following Standardized Recipes
- Cut Prevention
- Intruder
- Fire Extinguisher
- First Aid
- CPR
- Personal Protective Equipment
- Equipment Shut-off
- Plus any additional training required by your school



PCHS Sample Monthly Training Plan

Training doesn't stop after the beginning of each school year. We empower our teams with tools to grow throughout the year. Associates can review a calendar of scheduled training opportunities so they know what's on the horizon.

August

- Who Moved My Cheese? (Change Management)
- Workplace Safety – Stop, Think, Act
- Meal Pattern Compliance
- USDA Civil Rights
- HACCP/ServSafe Certification
- CHAT – Sexual Harassment Policy

September

- Give Them the Pickle (Customer Service)
- Food Allergens Certification
- Culinary Training
- Workplace Safety and Food Safety
- CHAT – Employee Engagement

October

- Gung-ho (Performance Excellence)
- Energy Boost with Proper Nutrition
- Workplace Safety – Cut Prevention
- Food Safety – Product Labeling and Dating
- CHAT – Compass Group benefits

November

- CHAT – Showing Empathy
- Workplace Safety – Strain Prevention
- Food Safety – Cross Contamination
- Healing Through Nutrition
- Associate Recognition (August - October)

December

- CHAT – Serving Up Smiles
- Nutrition – Guidelines for Demo Cooking
- Workplace Safety – Slip, Trip and Fall
- HACCP/ServSafe Certification
- Personal Protective Equipment

January

- Mindfulness – Breathing Present Moment
- Express Training – Recipes
- Workplace Hazard Communication
- Food Safety Audit
- CHAT – Workplace Harassment

February

- Mindfulness – Meditation
- Workplace Violence Policy
- Safety – Bloodborne Pathogens
- CHAT – Diversity, Five Moments
- Associate Recognition (November - January)

March

- Mindfulness – Awareness
- Express Training – Modified Diets
- Workplace Safety – Safety Shoes
- Food Safety – Proper Cooling
- CHAT – Stop the Food Waste

April

- Mindfulness – Reducing Anxiety
- Workplace Safety – Struck By/ Against
- HACCP/ServSafe Certification
- CHAT – Diversity, Inclusive Behavior

May

- Mindfulness – Thought and Feeling
- Workplace Safety – Strain Prevention
- Food Safety – Time Control
- Associate Recognition (February - April)
- CHAT – Retail Mindset: Service Recovery

June

- Workplace Safety – Accident Investigation
- Food Safety – Storage and Dating
- CHAT – Communication, Help and Training



Ongoing monthly training and informational meetings refresh knowledge of daily operations and introduce innovations. These trainings meet the federal USDA professional standards requirements for foodservice associates working in NSLP operations.



CHAT (Communication, Help and Training) is our monthly communication and training resource to help supervisors effectively communicate important information to hourly customer service associates. A key feature of the program is the CHAT Toolkit, which contains all the training materials (including visual aids and handouts) that the supervisor needs to conduct their own CHAT sessions with the on-site team. Each CHAT meeting is 15 minutes and focuses on four areas: safety, sanitation, customer service and company communications.

CHAT Calendar 2021

| | |
|---|---|
| <i>January</i> | <i>July</i> |
| Workplace Harassment | Prioritizing: Influence and Control |
| <i>February</i> | <i>August</i> |
| Nutrition, Health and Wellness | Resolving Conflict |
| <i>March</i> | <i>September</i> |
| Essential Communication | Food Safety |
| <i>April</i> | <i>October</i> |
| Diversity and Inclusion | Benefits You Pick! Frontline Library (alternate) |
| <i>May</i> | <i>November</i> |
| Navigating Change with Resiliency | Building Positive Work Relationships |
| <i>June</i> | <i>December</i> |
| Safety Sexual Harassment Part II (supplemental for select states) | Customer Service |

CHAT Website: www.mychatprogram.com

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.

Buy American

We conduct comprehensive training for our management team, giving them the confidence and technical tools to help you exceed USDA and state agency expectations. We do this through:

- Live and recorded sessions detailing the requirements of USDA procurement reviews and the Buy American provision.
- Protocol and standard operating procedures.
- A central email box for quickly escalating any questions that arise.
- Buy American product documentation.
- Instructions for inspection of food labels for country of origin.

Compliance with USDA Professional Standards Requirements

We know an educated team is best 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. All of our learning hours and completion can be tracked in order to comply with the USDA Professional Standards training requirements.

FARECheck Certification

Chartwells was the first in the child nutrition industry to have its allergen management training courses certified by Food Allergy Research and Education (FARE). FARE has reviewed our library of allergy training programs and accredited them with the FARECheck Certification. This partnership ensures our training programs are current with the latest advancements in food allergen management and your students will benefit from a team that is knowledgeable and well-versed in this important area.

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 Nutrition Program Training Examples

Allergy and Special Dietary Need Accommodations

Audience: Foodservice managers and staff, members of school administration

Format: Web-based

This series provides a basic overview of allergies and special dietary needs in the school setting from a foodservice perspective. Additional modules cover specific conditions commonly found in schools, providing in-depth training for managers and administrators. Separate modules for each condition allow for customization.

Reimbursable Meals and Offer vs. Serve

Audience: Foodservice managers, staff

Format: In-person

Participants will learn and reinforce their knowledge of what foods must be offered with complete school meals, as well as recognize a meal that qualifies for USDA reimbursement under the rules of offer versus serve.

Audit Preparation

Audience: Foodservice managers, staff

Format: In-person

Learn what to expect during an Administrative Review and how to work within your unit as a team to prepare for audit success. Receive refresher training on program compliance and a general overview of critical USDA standards.

Summer In-Service 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 utilize its corporate support and regional team to perform ongoing training and staff development for your director of dining services.

Listed below are the training topics that are covered during the 12 hours of summer in-service 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 (as required by state agency)





Summer In-Service Training: Sample

Culinary, food presentation and marketing training is conducted over four days and includes some of the topics listed below. This training is designed to develop a strong culinary and retail foundation for child nutrition associates at PCHS through classroom and hands-on training.

- Marketing the Child Nutrition Program
- Defining the job
- Planning and organizing the workday
- Cooking techniques to develop flavor with chef demonstration
- Basic cooking skills
- Batch cooking
- Knife skills
- Maximizing flavors
- Equipment use and care
- Reading recipes - How to increase or decrease the portions
- Cooking with recipes
- Healthy cooking habits
- Setting up the line for customers
- Presenting the food - We eat with our eyes
- Hands-on kitchen exercise
- Customer service
- Harassment prevention
- Bloodborne pathogens
- Confidentiality
- Acceptable use of technology
- Workplace safety, food safety training, safety commitment pledges
- Food allergy protocol
- Reimbursable meals
- Production records



E. Proposal Questionnaire



Serving Up Happy & Healthy

The Chartwells Promise: To nourish the bodies, minds and spirits of our students and pave the way for a lifetime of success and wellbeing. We'll serve up happy and healthy to every child, every day.

1. Provide a general description of your company's qualifications and experience relevant to the minimum qualifications in Attachment C, along with any necessary substantiating information.

We Have Deep Resources

Wherever our partnerships take us, the power of Compass Group follows.

Compass Group is our parent company and the world's largest foodservice company. We have industry expertise in a broad range of sectors: hospitals, schools at every level from kindergarten through higher education, workplaces from offices to heavy industry, and sports and entertainment. As part of Compass Group, Chartwells K12 is dedicated exclusively to feeding students across the country.

In the Bay Area, our client list is extensive. Through our vast network of school districts, colleges, universities, hospitals, sporting arenas and more throughout the state, it's very likely you have interacted with Compass Group in your area – even if you didn't realize it. We are part of your community, and our resources and experience serving Californians give us the confidence and capability to serve your school and exceed your expectations.

We are proud to partner with the following companies: Oracle, Microsoft, Amazon, Salesforce.com, Twitter, IBM and Google, just to mention a handful.

We are exceptionally proud that Levy Restaurants was recently awarded the concessions contracts for the San Francisco 49ers and the San Francisco Giants. And the Golden State Warriors chose Bon Appetit and Levy to jointly serve the fans at the new Chase Center. However, none of these is more important than Chartwells recently being named the foodservice provider for San Jose State University.

BY THE NUMBERS Compass Group Fast Facts



\$1.1B+
TOTAL ANNUAL
VOLUME



4,000+
TOTAL SERVICE
LOCATIONS



400+
DIRECT SUPPLIERS
AND DISTRIBUTORS



9,300+
COMPASS
ASSOCIATES

*INCLUDES TEMPORARY
AND PART TIME

Food Management

*Top 50 Contract
Management
Companies – 2021*



2. Provide a statement indicating the year your company was founded; what the primary business(es) of the company is(are); the length of time the company has been providing food service management services (consulting, food purchase, etc.), and related services as described in this RFP. In addition, provide the duration and extent of experience the company has with similar size and complexity of SFA's food management services.

Chartwells – A Compass Group Sector

You can rely on Chartwells K12 as your long-term partner. Founded in 1941, our parent company, Compass Group PLC, is \$24.8 billion strong and consistently outperforms our competition in overall growth, organic growth and client retention rate. Our on-site expertise and global foodservice network means we have the resources and dedication to provide an excellent service to your school with the backing of an internationally respected organization.

Why Chartwells?

We Know Food, Students and Schools

We know food. We know schools. We know students. Our experience in all of these areas enables us to offer well-established, successful programs that exceed expectations.

As the school services division of Compass Group, Chartwells combines the value and resources of a global foodservice network with the on-site expertise of local consultants. With Compass Group's other education sectors, we are currently serving over 80 education accounts in California. Our experience and dedication to serving exceptional food with unwavering quality have paved the way for us in higher education, and now we seek to bring that same level of dedication to your California K-12 school.

What this means to you is that we know the business and what it takes to provide high-quality, nutritious meals on a fixed budget. Our group of companies shares best practices, and we bring these ideas to our school districts across the country. In short, we add value and make your job easier.

We are here for you, and we are always available to share information and answer questions on such hot-button topics as childhood nutrition and obesity. We go beyond the school and reach out into the community, attend parent events, provide cooking classes, demonstrations, tours of local farms/growers and provide additional touchpoints from your nutrition program out into the larger community. We'll team up with groups to promote better nutrition and wellness. Schools that work with us have found we're much more than a vendor – we're local people who take pride in what we do, both in the district and in the community.

Chartwells at a Glance

PARTNERSHIP WITH
675 districts

WE SERVE
2,500,000+
MEALS DAILY

17,000+
CHARTWELLS K12 ASSOCIATES

CONSISTENT LEADERSHIP FOR
20+ years

\$8+ million
IN GRANTS

chartwells 
serving up happy & healthy

With more than
675
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.



National Experience

We're proud to have some of the longest-running school district partnerships in the industry. Chartwells has 363 district partnerships that have lasted more than a decade, and we've established 203 new partnerships in the past five years. When you speak with our district partners, you'll hear that we consistently provide dependable and excellent service through customized programs that align with the needs of their schools and the desires of their students, delivering on our commitment to serve up happy and healthy. No matter the length of our partnerships, we're focused on meeting – and exceeding – expectations every day by caring for students and associates.

Aligning with Palisades Charter High School Is Our Priority

Over the course of our partnership, we have demonstrated our ability to consistently deliver results while understanding and addressing the unique needs and expectations of PCHS. Inspired by our shared mission, we will continue to align with your goals, bringing creative, innovative solutions to the district. Our clear understanding of your culture, objectives and strategic plan enables us to seamlessly continue our partnership.

By providing every student a place to connect with their peers and fuel up for the day ahead, we will continue building on the foundation we've established for a strong, engaged community. Each day the students of PCHS will gather to enjoy a great-tasting, nutritious meal prepared by associates focused on improving quality, variety and service to create a cafeteria where students want to eat.

We look forward to continuing our partnership, working with you to provide an unforgettable experience for your students every single day.

3. Provide a general description of how your company will be able to provide the experience, ability, and financial standing necessary to meet the requirements set forth in this RFP.

Our Experience with PCHS

- 5 years of partnership with PCHS
- 40 collective years of foodservice experience of PCHS on-site staff
- 48 years of doing business in California
- 13 client partners in California

Our sustainable management foundation ensures the foodservice operations at PCHS are strong, efficient and effective. We are honored to have served your students since 2017. We do not take for granted our past relationship but rather make a commitment to PCHS 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 PCHS and the community we serve.

As part of the fabric of the PCHS 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.



With Leadership Comes Responsibility

Through our extensive experience in the communities we serve, we're making an impact in creating better food systems. We offer:

- Local produce
- Reduced antibiotic chicken
- Cage-free eggs
- rBGH-free milk
- Sustainable seafood
- rBGH-free yogurt
- Eco/fair trade coffee
- Reduced antibiotic turkey

We work closely with local farmers to bring fresh produce straight from the farm to your schools.

We maintain partnerships with local farmers and produce distributors. These partnerships present an opportunity to introduce students to a wide variety of fresh new foods and flavors while benefiting farmers and the entire community. This continues the farm-to-table trend and helps reduce our carbon footprint, making it a win for our students, our communities and our planet.

We're community-minded in everything we do and take our civic responsibility very seriously. We believe Chartwells should be a good neighbor in the communities where we work and live. We encourage our entire foodservice team to engage in community outreach, and we will actively develop relationships with local organizations to support our 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 PCHS. Compass Group also has deep experience in a variety of foodservice sectors.*

Direct benefits of these vast resources include cafeteria design concepts, innovation, technology, shared culinary resources and career development opportunities for associates.



Colleges and universities



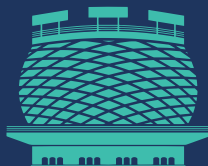
Hospitals



Government facilities



Restaurants



Sporting venues



Corporate cafeterias



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.

4. Provide a complete list of SFAs that have discontinued or terminated your company's services in the last five years and the reason(s) why.

Chartwells sets the standard for K-12 dining services in the United States. We are able to do this because we recognize that every school is different, with distinct needs. Chartwells delivers exceptional service to over 660 school districts and has the best client retention in the business - 97%. We understand that there are no cookie-cutter solutions. However, from time to time, partnerships end for a variety of reasons. While we are always disappointed when this happens, we value the relationships we have built with these districts and are proud to have worked with them.

The following clients have either discontinued partnerships with Chartwells or Chartwells has declined to rebid within the past five years.

2021 **No Discontinued or Terminated Services CA**

2020 **No Discontinued or Terminated Services CA**

2019 Salinas Elementary School District CA - Returned to Self-Operation

2018 William S Hart School UHSD CA Competitive rebid - Lost to Sodexo

2017 Moreau Catholic High School CA Competitive rebid - Lost to Epicurean

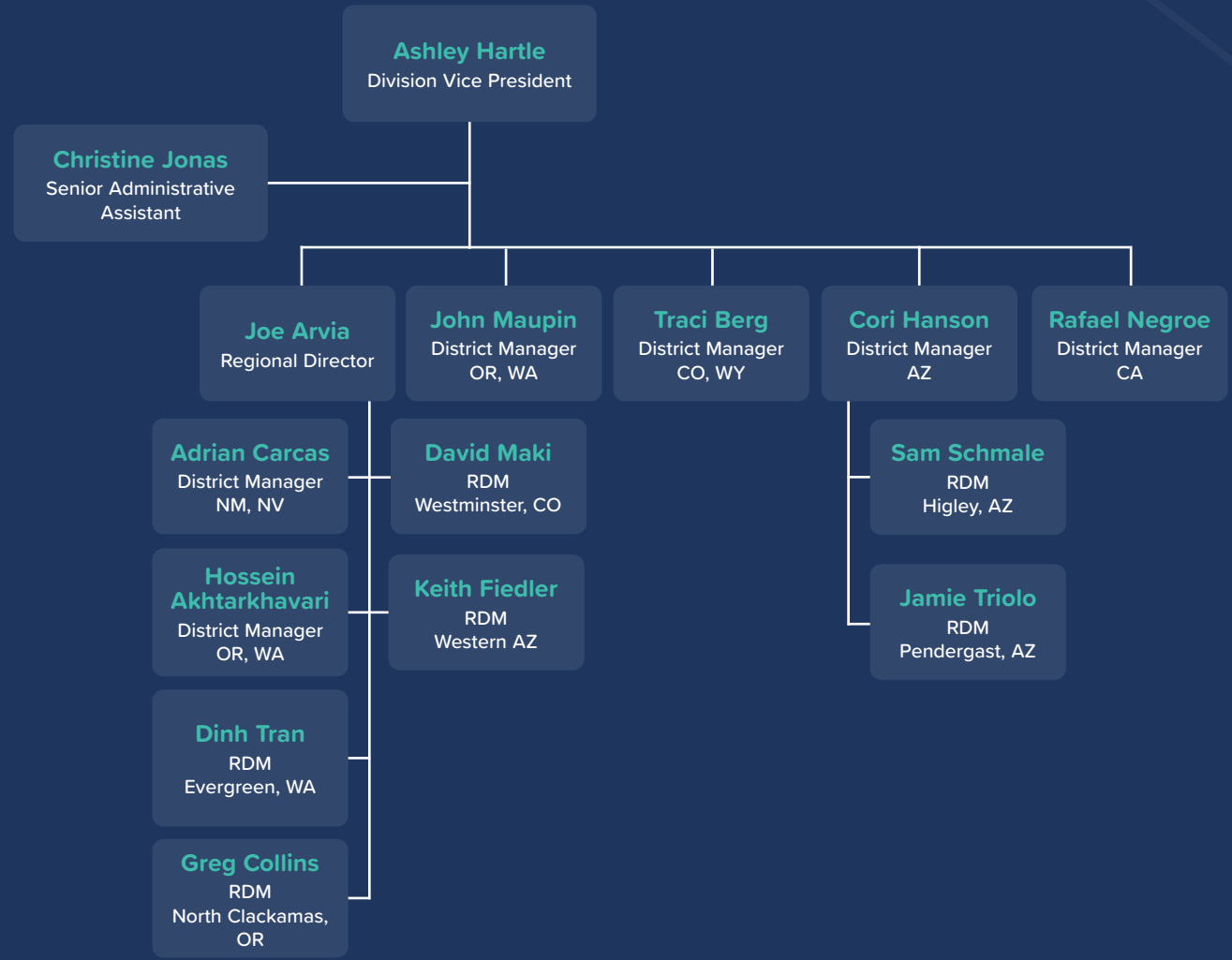
2017 St. Clements Catholic School CA Competitive rebid - Lost to Epicurean

2016 **No Discontinued or Terminated Services CA**

2015 **No Discontinued or Terminated Services CA**

5. Provide an organization chart for your company, a description of the lines of communication, and the responsibilities at each corporate level.

West Division Organizational Chart



Operations Support

| | | | | |
|---|---|---|---|---|
| Brent Hoover Regional Finance | Bruce Oravetz Regional Culinary | Betsy Myers Regional Dietitian | Leah Winchell Field Marketing | Monica Woodworth Growth & Retention Marketing |
| Martha Coveny Human Resources | Tim Palmer Legal | Jonathan Squibb Communications | Kris Strohmeyer Recruiter | Erik Larson Training & Development |
| David Lake VP of Client Relations | Chris Maggard Client Relations Manager | Gray Wagoner Procurement | Amanda King Workplace Safety | Wes Babcock QA Food Safety |
| Karen Gray Regional VP Sales | Cherryl Paul Regional Sales AZ, CO, NM, UT | Julie Veal Regional Sales CA, NV, OR, WA | Diane Bagg Associate Sales Dir. | |

California Leadership and Support Staff



Ashley Hartle • Division Vice President

Ashley joined Chartwells this year from Compass Group's Eurest. She served as regional vice president from 2018 to 2020, delivering strong business results as well as standout team leadership and talent development skills. Prior to working for Compass Group, Ashley spent more than 20 years leading teams, growing markets and driving results for organizations like Starbucks and Hallmark.



Paul Tapia • Regional Vice President

Joe has more than 30 years of experience in the foodservice industry, including 15 years with Compass Group's Chartwells sector. Joe is in his second stint with Chartwells; he has served as a multiunit manager for foodservices at 17 operations in Florida and Louisiana since 2010.



Rafael Negroe • District Manager

Rafael has more than 20 years of experience in contract management and leading a diverse portfolio. He has a passion for exceptional customer service, operational excellence and inclusivity. Rafael has been a district manager since 2014, demonstrating strong expertise and leadership in a variety of environments.



Bruce Oravetz • Regional Executive Chef

Prior to joining Chartwells, Chef Bruce was senior director of purchasing for Compass Group NAD, supporting the Morrison Living and TouchPoint sectors. Bruce's numerous roles with Compass include senior corporate chef, director of culinary development, director of dining services and executive chef.



Betsy Myers • Regional Dietitian

Betsy joined the Chartwells team in 2018 and provides nutrition, wellness and sustainability support to the West Region.

Betsy's work experience includes several years in private school foodservice supporting K-12 and higher education. There she helped develop and implement nutrition and wellness initiatives along with management of recipes, menu building and allergen control systems. She also has worked in the consumer packaged goods and healthcare industries.

6. Provide a complete balance sheet or annual report (verified by a certified public accountant) for the last three years of operation.

Our Balance Sheet

As we continue through the pandemic crisis, our strength as an industry leader has been clearly seen in our financial position. We entered the crisis with the highest credit rating in the industry (strong investment grade credit) and the lowest debt levels.

This established a firm foundation for us to weather the crisis. And although we already had ample liquidity on hand, in May 2020 we announced an equity raise, which gave us the strongest balance sheet in our company's history. While our competitors are burdened with heavy debt, we are able to continue to invest in our business, making strategic decisions that ensure our future success and continue to bring the best to our clients.

Our finance costs are 75% lower than our competitors, equating to hundreds of millions of dollars that we are able to invest back into the business – in clients, people, innovation, cybersecurity and more. We're also continuing to invest in a team dedicated to change management, ensuring that the contract transition process is always seamless and successful.

While our competitors will have pressure and lack flexibility because of their debt load, Compass can be nimble and smart, as we are well-positioned to move through this crisis and continue to deliver for our clients.



Financial Updates

To: Compass Group USA Business Partners
Date: January 4, 2022
Sub: Compass Group USA Financial Update



Compass Group USA Inc. is a wholly owned subsidiary of Compass Group PLC (CGP), the global leader for contract catering services. Compass Group USA Inc. is the legal entity representing United States operations and is the parent company of Bon Appetit Management Co., Canteen One Inc., Crothall Services Group, CulinArt Group Inc., Eurest Services Inc., FLIK International Corp., Foodbuy LLC, Gourmet Dining LLC, Levy Restaurants, Morrison Management Specialists Inc., Restaurant Associates Corporation, SSC Service Solutions (Southeast Service Corporation), Wolfgang Puck Catering & Events LLC, and Unidine Corporation. Divisions of Compass Group USA Inc. include Canteen, Chartwells, Eurest Dining, Menus Catering, Occasions Caterers and Protocol Staffing Services.

Through a series of acquisitions and organic growth, Compass Group has become the market leader in North America with annual revenues in 2021 of \$15.3 billion and operating profit of \$833 million, despite the negative impact from the recent COVID-19 pandemic. Compass Group North America's revenues represent 61% of the CGP worldwide total. Compass Group has the privilege of serving such prestigious clients as IBM, United Technologies Corp., SAP, Louisiana State University and Texas A&M University. In addition, Compass Group provides catering to special events such as the U.S. Open and the Academy Awards®.

CGP was formed in 1987 to facilitate the management-led buyout of the Grand Metropolitan PLC catering division. During its 35-year history, CGP has grown significantly from a revenue and value perspective, with a current market capitalization of \$37 billion. CGP trades on the London Stock Exchange under symbol CPG.L and is represented in the FTSE 100 Index. While Compass Group has experienced phenomenal growth, it remains a conservatively managed company with a strong credit rating. Access to the September 30, 2021, CGP annual report is available through the following link:

<https://www.compass-group.com/en/investors/annual-reports.category1.year2021.html>

You are encouraged to direct financial inquiries regarding Compass Group to my attention at our North America headquarters in Charlotte, North Carolina.

Sincerely,

Daniel Thomas
Senior Vice President and Treasurer
Compass Group North America
2400 Yorkmont Road • Charlotte, NC 28217
704-328-7073

Long-Term Financial Stability

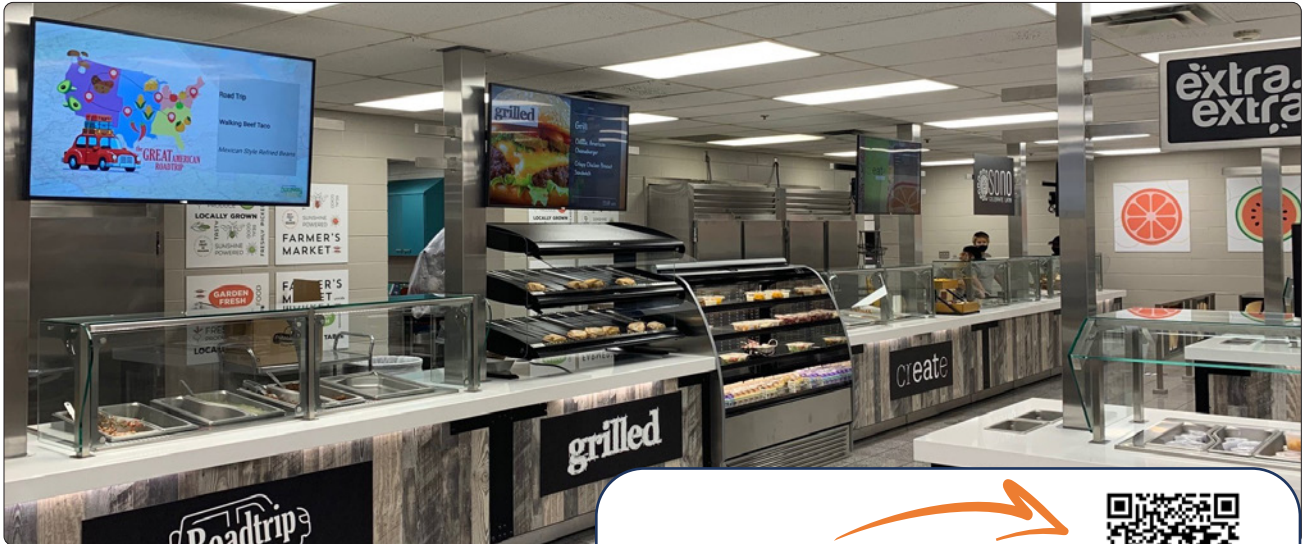
You can rely on Chartwells as your long-term partner. In today's economy, not every company can make this commitment.

Per bid criteria, we have included three years of the most recent audited financial statements, including profit/loss statements.

7. Provide a detailed description of promotional, marketing, and food service awareness materials you will use to attract students to the program.

To create awareness and drive participation, we create cafeteria environments that are inspiring, welcoming, and “the happiest place in school.” We know kids value experiences as much as they do delicious food. We'll enhance the dining experience with:

- Prominent welcome signs and menu boards
- Fun, themed design concepts
- Culinary station signs – clearly displayed
- Restaurant-like merchandising and smallwares



Scan here to learn more about our Environments designs



Our goal every day is to make sure kids leave the cafeteria happier and healthier than they came in.

We promote our fun student engagement programs to create interest in nutrition education, drive participation, and bring the “happy” to the cafeteria and beyond. For each program, we provide a complete marketing toolkit of:

- Banners
- Pop-up event kits (backdrops/table covers)
- Social media posts
- Videos
- Take-home materials with QR code instructions
- Fun swag items & at-home activities

Student Choice

Student Choice gives students a true voice in deciding what culinary concepts are featured on the menu through fun tasting and voting events in the cafeteria as well as grab-and-go tasting with text-to-vote. Winning concepts are then built into the school lunch menu as a limited-time offer until the next vote. Concepts are regularly refreshed to keep the program exciting.



Engagement and Communication



Discovery Kitchen

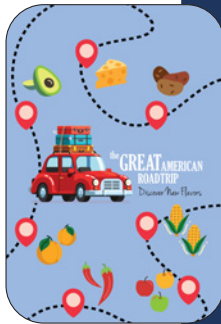
Our flagship nutrition education program with monthly theme-based events sparking curiosity and adventure in the classroom, cafeteria and even at home. Students are invited to watch exciting cooking demonstrations, taste new foods, or get hands-on with creating their own culinary masterpiece. Monthly themes connect delicious food with nutrition lessons, examples of these themes and promotional materials are below:



January

The Great American Roadtrip

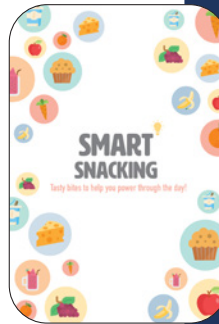
Take a culinary adventure through the USA



February

Smart Snacking

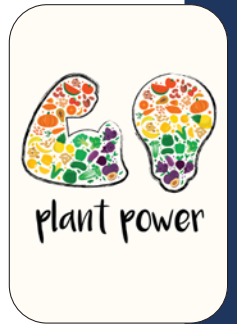
Create mini, balanced meals with "snack" foods



March

Plant Power

Learn how tasty plant-based foods help power our bodies and minds



Fun Days

In addition to Discovery Kitchen and Student Choice events and promotions, we've created a library of Fun Day promotions that can be utilized throughout the year. Favorites include:

- National Pizza Day
- National School Breakfast Week
- Lucky Lunch Day
- 100th Day of School
- Taco Tuesdays
- And many more seasonal and food holidays!

Getting the Word Out

Marketing communication will reach students, families, and the school community to let them know about what's new in the foodservice program, including: new menu items, fun events, and nutritional tips. Look for:

- **Social media content** – Provided to the district's communications team for posting on Facebook, Twitter, YouTube or other communications platforms.
- **Nutrislice** – Online breakfast and lunch menus via website or mobile app, also featuring nutritional info for every menu item, allergen alerts and the ability to rate dishes.
- **Newsletters** – A summary of what's new, what's happening and what's coming up.

8. Provide a recommended transition plan that describes the steps the Respondent will take to begin providing the services described in this RFP.

Transition Timeline

While there is no cost to transition when you retain Chartwells, we still want to illustrate our experience transitioning school districts to a Chartwells partnership. More importantly, this demonstrates our ability to build and execute a successful transition plan for any project or initiative we encounter together.

Below is an example of our transition plan.

Tasks to be Completed Week 1

Administrative

- Review/draft contract
- Schedule weekly meetings with client administration
- Develop agenda for associate orientation
- Schedule associate welcome and introduction meeting with Chartwells and administration, school principals, nurses, etc.
- Set up method for completing background checks, drug testing and any other items as required by the RFP
- Review staffing at all schools
- Develop PR and communication plan for general public, administration and foodservice staff

Operations

- Confirm Chartwells office space
- Determine client banking policies and procedures
- Review health certificates
- Obtain breakfast, lunch and snack times for all sites
- Determine POS infrastructure and any additional needs by school
- Begin walk-throughs of every location to assess equipment and compile repair and/or replacement needs
- Determine smallwares and merchandising needs for each location and place orders

Human Resources

- Develop opening associate meeting agenda
- Communicate agenda and handouts for associate orientation meeting
- Contact associates to inform them of meeting date/time

Tasks to be Completed Week 2

Operations

- Begin setting up Chartwells client website linked to the district website
- Secure school directory (names, addresses, phone, email addresses, fax numbers), maps, etc.
- Meet with client contract administrator to finalize menus
- Update any required licenses
- Set up client database
- Develop introduction letter for students/parents
- Post menu, nutrition information and newsletter on foodservice website, including a la carte menu and meal pricing
- Prepare open house and registration calendar
- Meet with district public relations/communications to map communications channels, materials and timing (for newsletters, press materials, social media, etc.)

Human Resources

- Determine culinary training needs and set a training schedule for associates
- Establish emergency medical procedures
- Order uniforms for all associates
- Develop staffing requirements based on start and end times for each meal period



Tasks to be Completed Week 3

Operations

- Clear firewalls for accounting resource websites
- Develop emergency phone list
- Contact Diversey rep to tour facilities, inspect equipment and assess needs
- Order signage, spray bottles and labels
- Develop equipment repair procedures, equipment maintenance logs and work order procedures
- Meet with site administrators at all locations to determine specific needs

Finance/Accounting

- Establish a procedure for the reporting and management of catering orders
- Determine client's internal accounting procedures
- Finalize banking and change order procedures

Culinary and Merchandising

- Verify all merchandising, smallwares and equipment have been received
- Plan opening day celebration
- Review servery plans and setup with cafeteria managers
- Develop and print POS signage
- Review monthly promotional calendar with cafeteria managers

Human Resources

- Finalize hiring of hourly associates
- Set up hourly staff on Chartwells payroll (as planned)
- Ensure all new hire background checks and drug screen results are back

Tasks to be Completed Week 4

Monday

- Associate welcome meeting
- Orientation/onboarding
- Safety training
- Diversity and inclusion training
- Distribute uniforms

Tuesday

- Cleaning and receiving deliveries at each location
- Install signage and equipment

Wednesday

- Review HACCP Food Safety Plan
- Review station standards
- Team-building exercise
- Review basic kitchen skills/protocol with all staff
- Begin food production

Thursday

- Discussion regarding the NSLP and USDA reimbursable meal guidelines
- Review menus, recipes and production record procedures
- Conduct allergy training
- Continue food production
- Welcome reception and dinner for team, location TBD

Friday

- Final dry run lunch and breakfast setup



F. Respondent References



Serving Up Happy & Healthy

Even more important than our years of experience is what our clients have to say!

Respondents must provide three references on the Respondent References form (Attachment F). The SFA reserves the right to contact any of the references listed, and retains the right to conduct reference checks with individuals and entities beyond those listed.

Attachment F: Respondent References

List three references to which the Respondent has provided food service management services within the past three (3) year(s).

Failure to complete and return this Attachment will cause your proposal to be rejected.

| | | |
|---|---|--|
| Reference 1 | | |
| Name of Reference El Camino Real Charter High School | | |
| Street Address 5440 Valley Circle Blvd. | | |
| City Woodland Hills | State CA | Zip Code 91367 |
| Contact Person Greg Wood | Contact Title Chief Business Officer | Contact Phone Number (818) 595-7500 |
| Brief Description of Services Provided NSLP, SSO and ALC | | |
| Dates of Service August 2016 to Present | | |

| | | |
|---|-------------------------------------|--|
| Reference 2 | | |
| Name of Reference Clayton Valley Charter High School | | |
| Street Address 1101 Alberta Way | | |
| City Concord | State CA | Zip Code 94521 |
| Contact Person Dawn Peterson | Contact Title Facilities Manager | Contact Phone Number (925) 825-7474 |
| Brief Description of Services Provided NSLP, SSO and ALC | | |
| Dates of Service July 2019 - Present | | |

| | | |
|---|--|--|
| Reference 3 | | |
| Name of Reference La Canada Unified School District | | |
| Street Address 4490 Comishon Avenue | | |
| City La Canada | State CA | Zip Code 91011 |
| Contact Person Mark Evans | Contact Title Associate Superintendent, Business and Administrative Services | Contact Phone Number (818) 952-8380 |
| Brief Description of Services Provided NSLP, ALC, Catering | | |
| Dates of Service July 1, 2015 - Present | | |



CLAYTON VALLEY CHARTER HIGH SCHOOL

ACADEMICS
CHARACTER
21ST CENTURY SKILLS
ARTS & ATHLETICS

February 4, 2022

To Whom It May Concern,

Clayton Valley Charter High School has been very pleased with our experience having Chartwells as our Food Service Management Company. Chartwells has always done a wonderful job of helping us navigate through COVID and CDE Administrative Reviews.

The whole Chartwells team has been very professional and have provided the best service possible. Everyone on our team has done a great job making changes with all the new demands that have been put on schools in California.

Clayton Valley Charter High School is proud of what we have built here with Chartwells and plan to continue our partnership for years to come.

Dawn Peterson

National School Lunch & Facilities Manager

Clayton Valley Charter High School

(925) 682-7474

CYCHS MAIN CAMPUS
1101 Alberta Way, Concord, CA 94521
Phone (925) 682-7474 • Fax (925) 825-7859

CYCHS DISTRICT OFFICE
1520 Kirker Pass Road, Suite B, Clayton, CA 94517
Phone (925) 524-7100 x101 • Fax (925) 954-4271

EMAIL - INFO@CLAYTONVALLEY.ORG • WEBSITE - WWW.CLAYTONVALLEY.ORG



G. Authorization Agreement



Serving Up Happy & Healthy

The Respondent or their authorized representative must sign the Authorization Agreement (Attachment G) and return it with the proposal package.

Attachment G: Authorization Agreement

Request for Proposal for Food Service Management Company
RFP Number: **RFP #FY23-001**

We, Compass Group USA, Inc., by and through its Chartwells Division, by our signature on this document certify the following:

1. That we will operate in accordance with all applicable California state and federal laws, regulations, and statutes.
2. That the terms, conditions, warranties, and representations made within this RFP and our proposal shall be binding upon us and shall be considered a part of the contract as if incorporated therein.
3. That the proposal submitted is a firm and irrevocable offer good for one year.
4. That we have carefully examined all terms and conditions set forth in the Model Fixed-price Contract issued by Palisades Charter High School.
5. That we have made examinations and verifications and are fully conversant with all conditions under which services are to be performed for Palisades Charter High School.
6. That negligence in the preparation or presentation of, errors in, or omissions from proposals shall not relieve us from fulfillment of any and all obligations and requirements in the resulting contract.

FSMC Name: Compass Group USA, Inc., by and through its Chartwells Division

Address: 2400 Yorkmont Road

City: Charlotte State: NC Zip: 28217

Email Address: Belinda.Oakley@compass-usa.com

Web Site Address: www.compass-usa.com

Name of Authorized Representative: Belinda Oakley

Title of Authorized Representative: CEO, Chartwells K12

Signature of Authorized Representative




Date Signed: 4/13/2022





H. Fee Proposal

Serving Up Happy & Healthy



Choosing to continue our collaborative partnership means you can focus on your main priority – putting students first. Having the financial security of a large corporation in tandem with the individualized, local attention of a small company is one of the greatest benefits to our partners. With Chartwells, you are guaranteed a long-term commitment to financial stability, transparency and success.

The Respondent must complete the Fee Proposal (Attachment H) and return it with the proposal package.

Attachment H: Fee Proposal

All costs are based on an average daily participation of **850** number of meals served on **175** number of school days.

| COST BREAKDOWN | | |
|--|--|---------------|
| Respondent Instructions | | |
| ⇒ Provide a breakdown of all costs included in the fixed price, including personnel costs. | | |
| ⇒ Provide the cost per meal; base all food costs on the attached 21–day cycle menu. | | |
| ⇒ Clearly identify all costs | | |
| Item # | Description <i>(Include All Goods and Services included in the Fixed Price)</i> | Annual Cost |
| 1. | Food/Supplies | \$ 215,211.50 |
| 2. | Management Labor to include payroll taxes and benefits | \$ 224,820.75 |
| 3. | Direct expenses | \$ 56,955.25 |
| Sub Total | | \$ 496,987.50 |
| Personnel Costs | | Annual Cost |
| 5. | Management Fee Per Meal | \$ \$ - |
| 6. | Consultant Fee Per Meal | \$ \$ - |
| Sub Total | | \$ \$ - |
| GRAND TOTAL | | \$ 496,987.50 |

| COST PER MEAL | | | |
|---|----------|---------|---------------|
| Respondent Instructions: | | | |
| ⇒ Provide the cost per meal; base all food costs on the attached 21–day cycle menu. | | | |
| ⇒ Prices must not include values for donated foods and must include all meal programs applicable. | | | |
| 1. LINE ITEM | 2. UNITS | 3. RATE | 4. TOTAL |
| Breakfast 1:1 | 69,000 | 2.175 | \$ 150,075.00 |
| Lunch 1:1 | 78,000 | 4.35 | \$ 339,300.00 |
| Non-reimbursable Meals (a la carte) | 1,750 | 4.35 | \$ 7,612.50 |
| TOTAL | 148,750 | \$ | \$ 496,987.50 |

**EXHIBIT B
Schedule of Fees**

The costs included in the Cost per Meal table comprise the fixed price per meal. The fees are agreed upon by both parties and represent allowable food service costs in accordance with 2 CFR, Part 200.

All costs are based on an average daily participation of **805** students in the district and **175** school days.

Cost per Meal

Note: Prices must **not** include values for donated foods, and must include all meal programs.

| LINE ITEM | EST. UNITS* | RATE | TOTAL |
|---|-------------|-------|---------------|
| Breakfast | 69,000 | 2.175 | \$ 150,075.00 |
| Lunch | 78,000 | 4.35 | \$ 339,300.00 |
| Snacks | 0 | \$ | \$ - |
| Nonreimbursable Meals (a la Carte) | 1,750 | 4.35 | \$ 7,612.50 |
| TOTAL | 148,750 | \$ | \$ 496,987.50 |

*Estimated Units provided by SFA



Palisades Charter High School & Chartwells

It has been an honor for all of us at Chartwells to partner with PCHS for the past five years. We are proud to play a vital role in your business model, and we are pleased to present our comprehensive financial strategy, including the required submittals outlined in the RFP, to support and drive a program that serves up happy and healthy meals in inviting spaces.

We understand better than anyone else what it takes to deliver quality, local and fresh meals to every student, every day at PCHS. Our insights, experience, ability and resources allow us to evolve with your district as it grows, expands and takes on greater responsibilities. We will honor and protect the integrity of your reputation. We have not and will not compromise your student experience or financial stability in pursuit of the lowest price.

You
can rely
on us for
the long
term.

Our Financial Proposal for Palisades Charter High School

Chartwells is the only company able to provide a proven price proposal you can trust and depend on for your foodservice program. Our pricing strategies and proprietary operational processes have been molded to align with the needs of the PCHS foodservice program. The experience we bring from working with more than 675 district partners nationwide gives your school the security, efficiency and experience needed for great financial results. Our financial solution provides an optimal, balanced distribution of quality, service and price.

Proposed Fixed Cost Per Meal

Fixed Cost Per Meal for Breakfast - \$4.35

Fixed Cost Per Meal for Lunch and Meal Equivalents - \$4.35

The fixed cost per meal will be charged for each meal equivalent as follows:

- Each reimbursable lunch will be calculated as one (1) meal = one (1) meal equivalent
- Each reimbursable breakfast will be calculated as one (1) meal = one (1) meal equivalent
- Computation of the lunch equivalency rate for a la carte sales is based on the equivalent meal factor of \$3.975 as outlined in the RFP

Value Commitment

Choosing to renew your partnership with Chartwells guarantees you continue to receive the highest-quality service at the most competitive rate.

Your fixed cost per meal includes:

- An attractive projected return of \$109,133
- A full-time Director of Dining Services dedicated to your school
- Immediate investment of \$15,000 at Chartwells' expense for a complete signage upgrade at your school
- A competitive but responsible price to the district that ensures no reduction in service or quality
- Food cost that guarantees we continue to meet expectations for quality and variety
- An unmatched California network of support that includes experts and resources for marketing, communications, culinary, nutrition, wellness, regulatory, client relations, safety and operations
- Continued support of Palisades Charter High School, your students and the community

Our financial proposal is built on the following assumptions:

- Information provided in the RFP
- Serving days not to be less than provided in the RFP
- Cash and/or reimbursement levels from state and federal sponsors do not fall below the levels estimated in Chartwells' proposal
- Communication during the prebid meeting
- Ability to incorporate all programs and concepts recommended in the proposal
- A mutually agreed upon contract between PCHS and Compass Group by and through its Chartwells division

**Proposed Foodservice
Program Return - \$109,133**

It is a privilege to serve PCHS, and we are proud to be an integral part of your community. Over the years, our dedicated team has worked diligently to bring best-in-class programs and positive financial results to the district. That passion and commitment will never waver.

We know today's students are looking for what's new and fun as part of a unique, in-school dining experience. Our collaboration has increased participation and allowed us to invest surplus funds back into the program, creating opportunities to offer more of what's important to students and the community. Together, we've created a successful model that will continue to bring an even higher level of innovation and growth to PCHS in the years ahead.



*French Toast
Bites with Fresh
Strawberries and
Yogurt Drizzle*

Signage Investment - \$15,000

Included in our financial proposal is \$15,000 at our expense for a complete signage refresh at your schools. We will continue to assess the marketing, service and equipment needs in your cafeterias and will provide you with recommendations to maintain and improve the environment in the cafeterias for years to come.



*Eggplant
Provolone Panini*

Support for School Initiatives

We look forward to continuing our support of school initiatives that improve the quality of life for your community, your employees and your students. We will continue being contributing members of your Palisades family.



I. Certifications



Serving Up Happy & Healthy

The Respondent must complete the certifications (Attachment I) and return them with the proposal package.

Attachment I: Certification Regarding Lobbying

The undersigned certifies, to the best of their 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 any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub- recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization: Compass Group USA, Inc., by and through its Chartwells Division

Street address: 2400 Yorkmont Road

City, State, Zip: Charlotte, NC 28217

Certified by: (type or print) Belinda Oakley

Title CEO, Chartwells K12

Signature  4/13/2022

Disclosure of Lobbying Activities

Approved by OMB

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4

NOT APPLICABLE

Disclosure of Lobbying Activities

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

| | | |
|---|--|---|
| 1. Type of Federal Action: <input type="checkbox"/> contract <input type="checkbox"/> grant <input type="checkbox"/> cooperative agreement loan <input type="checkbox"/> loan guarantee <input type="checkbox"/> loan insurance | 2. Status of Federal Action: <input type="checkbox"/> bid/offer/application <input type="checkbox"/> initial award <input type="checkbox"/> post-award | 3. Report Type: <input type="checkbox"/> initial filing <input type="checkbox"/> material change For material change only: Year _____ quarterDate of last report _____ |
| 4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: Congressional District, if known: | 5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: | |
| 6. Federal Department/Agency: | 7. Federal Program Name/Description: CFDA Number, if applicable: _____ | |
| 8. Federal Action Number, if known: | 9. Award Amount, if known: \$ | |

| | |
|---|---|
| <p>10a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p> | <p>10b. Individuals Performing Services <i>(including address if different from No. 10a) (last name, first name, MI):</i></p> |
| <p>11. 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.</p> | <p>Signature: </p> <p>Print Name: <u>Belinda Oakley</u></p> <p>Title: <u>CEO, Chartwells K12</u></p> <p>Telephone No.: <u>704-328-4000</u> Date: <u>4/13/2022</u></p> |
| <p>Federal Use Only</p> | <p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p> |

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to Title 31, U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

Disbarment, Suspension, and Other Responsibility Matters

Debarment, Suspension, and Other Responsibility Matters

As required by Executive Order 12549, Debarment and Suspension, for prospective participants/Respondents in primary covered transactions:

- A. The Respondent certifies that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.
- B. Where the Respondent is unable to certify to any of the statements in this certification, they shall attach an explanation to this application.

Contractor/Company Name Compass Group USA, Inc., by and through its Chartwells Division

Award Number, Contract Number, or Project Name

Name(s) and Title(s) of Authorized Representatives Belinda Oakley, CEO, Chartwells K12

Signature(s) 

Date 4/13/2022

Amended Statement By Foreign Corporation

A0716506

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

JUL 01 2011

AMENDED STATEMENT BY FOREIGN CORPORATION

COMPASS GROUP USA, INC.

(Name of Corporation)

_____, a corporation organized

and existing under the laws of DELAWARE, and which is presently
(State or Place of Incorporation)

qualified for the transaction of intrastate business in the State of California, makes the following statement:

That the name of the corporation has been changed to that hereinabove set forth and that the name relinquished at the time of such change was _____

COMPASS GROUP USA, INC. WHICH WILL DO BUSINESS IN CALIFORNIA

AS COMPASS GROUP FOODSERVICE

COMPASS GROUP USA, INC.

(Name of Corporation)



(Signature of Corporate Officer)

C. PALMER BROWN, SENIOR VICE PRESIDENT

(Typed Name and Title of Officer Signing)

A0716506

ENDORSED - FILED
In the office of the Secretary of State
of the State of California

JUL 01 2011

**AMENDED STATEMENT BY
FOREIGN CORPORATION**

COMPASS GROUP USA, INC.

(Name of Corporation)

_____, a corporation organized

and existing under the laws of DELAWARE, and which is presently
(State or Place of Incorporation)

qualified for the transaction of intrastate business in the State of California, makes the following statement:

That the name of the corporation has been changed to that hereinabove set forth and that the name relinquished at the time of such change was _____

COMPASS GROUP USA, INC. WHICH WILL DO BUSINESS IN CALIFORNIA

AS COMPASS GROUP FOODSERVICE

COMPASS GROUP USA, INC.

(Name of Corporation)



(Signature of Corporate Officer)

C. PALMER BROWN, SENIOR VICE PRESIDENT

(Typed Name and Title of Officer Signing)

Secretary of State Form
ASDC (REV 03/2006)

CA050 - 1201/2006 C-Y System Online



J. Certificate of Independent Price Determination



Serving Up Happy & Healthy

The Respondent must complete the certifications (Attachment J) and return them with the proposal package.

Attachment J: Certificate of Independent Price Determination

The Respondent(s) shall execute this Certificate of Independent Price Determination.

| | |
|---|--|
| Compass Group USA, Inc., by and through its Chartwells Division | |
| Name of Respondent | |

- A. By submission of this offer, the offeror (Respondent/FSMC) 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, for the purposes of restricting competition, any consultation, communication, with any other offeror or competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;
 - 2. The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor, before a bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; 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 signature on the offer is considered to be a certification by the signatory that the signatory:
 - 1. Is the person in the offeror’s organization responsible for determining the prices being offered in this bid or proposal, and that they have not participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above; or

 - 2. (i) Has been authorized, in writing, to act as agent for the following principals in offering that those principals have not participated in, and will not participate in any action contrary to paragraphs (A)(1) through (A)(3) above.
 - Insert full names of person(s) in the offeror’s organization responsible for determining the prices offered in this bid or proposal, and the title of their position in the offeror’s organization.

 - (ii) As an authorized agent, does certify that the principals named in subdivision (B)(2)(i) above have not participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above; and

 - (iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above, and

C. If the offeror deletes or modifies subparagraph (A)(2) above, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.


| | | | |
|---|---------------------------------------|-----------|--|
|  | Belinda Oakley CEO, Chartwells K12 | 4/13/2022 | |
| Signature of FSMC's Authorized Representative | Title | Date | |

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred to above.



K. 21–Day Cycle Menu

Serving Up Happy & Healthy



Food is a big part of everyone’s well-being, and students need a place to eat where they can connect with others, recharge and enjoy a sense of happiness in their school. That’s why we serve food kids love to eat and create programs that encourage fun and discovery. Most importantly, we believe that happy cafeterias start with our people so we empower them to go above and beyond to bring their personal “extra” for even more creativity and joy at mealtime. **Our goal every day is to make sure that students leave the cafeteria happier and healthier than when they came in.**



The Respondent must submit a 21 Day Cycle menu (Attachment K) for all programs to be served (7 CFR, sections 210.16[b][1] and 220.7[d][2][i] and 2 CFR Part 226, if applicable) for the proposal package.

Palisades Charter High School Menus

Menus are the foundation of the foodservice program. Each state and region has its favorite local foods, and every school has different goals and objectives. With all these variations, it's clear a one-size-fits-all approach to menu planning won't give your program the edge you're looking for.

We'll leverage our experience to develop a program that meets your nutritional, financial and participation goals while serving up happy and healthy to your students every day.

That's why we approach menus regionally and customize locally. Menus are developed, adjusted and fine-tuned locally based on tastes, demographics and the particular culture of your cafeterias.

Food items are selected based on geographic area to:

- Optimize the use of USDA foods
- Incorporate fresh local fruits and vegetables
- Comply with local wellness policies
- Respond to regional tastes and preferences, naturally increasing participation
- Implement the latest food trends

All menus meet demanding nutrition and quality assurance requirements and adhere to environmental sustainability expectations.



Menu Development Process

The way we develop menus is comprehensive and inclusive. As part of our menu development process, we:

- Utilize the USDA recipe database as a platform to build more innovative, unique and cutting-edge recipes with an emphasis on nutrition, flavor and marketability.
- Review current local, regional and national industry trends and school meal program requirements.
- Obtain input from students, Chartwells local management, chefs and foodservice staff multiple times throughout the year. We work to incorporate their ideas into nutritious and USDA-compliant recipes and menu concepts.
- Review feedback from our wellness and Youth Advisory Council committees.
- Collaborate with registered dietitians throughout the menu development process to maximize the quality, nutrition integrity, USDA compliance and student acceptability of all ingredients, recipes and menus.
- Test recipes and conduct student taste tests for new menu items.



Menu Growth and Evolution

We don't take a one-size-fits-all approach to menu development. Each one is based on district and individual school preferences, and they evolve throughout the year as we get an even greater understanding of what your students like to eat. Every meal is chef-designed and registered dietitian-approved, and our culinary and dietetic teams collaborate with your local leadership to shape the menu every month. We strongly believe new and unique menu items drive participation. Just as students get excited about new foods and flavors, our team is motivated to seek out the latest trends to deliver what students want most.

When students are well-nourished and healthy, they are in the best position to learn and achieve academic success.



How We Manage Food Allergies

- We work closely with your students who have food allergies and medical conditions that require a modification to their menu. We involve parents, school nurses and school administrators in the school's food allergy policy.
- Our Nutrislice app has an allergy filter so parents and students can easily identify menu items that contain any of the major allergens.
- We provide a food allergy protocol to all of our school managers and directors to assist them in the day-to-day process of accommodating students with special dietary needs.
- We maintain an ingredient, recipe and menu database. Webtrition highlights food allergens in all of the ingredients and recipes we use to assist managers when modifying menus.
- We train our managers to review the ingredient statement of each food ingredient, product or recipe.
- We provide a series of web-based training modules for all directors and managers that include quizzes. Records are kept indicating their completion.
- Food Allergy Research & Education (FARE) has reviewed all of our food allergy training programs and recognized them with the FARECheck certification.

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 of Chartwells' 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 and keeps the safety of our students as the No. 1 priority.



Menu Adoption

We are committed to continuous improvement of the foodservice program at PCHS, according to your culture, food preferences, nutritional concerns and production availability. Chartwells understands student, parent and staff involvement through inclusive promotion, education and communication is critical to a successful nutrition program. We involve all stakeholders in program evaluation, menu selection and discussion of nutrition issues and increase awareness about healthy eating and wellness to make informed decisions.

We can predict the food trends that will define the culinary landscape for the next several years. We classify trends into four stages: inception, adoption, proliferation and ubiquity. Trends start in fine dining restaurants and ethnic grocery stores, but they're still risky at this stage. When trends are accepted, they start to show up on food truck menus and in independent casual dining restaurants. Then they spread to quick-service restaurants, chains and college campuses. At this stage, we know they have the best chance for success. Eventually they become common and appeal to almost everyone.

About the Menu Selections

We have more than 20 years of experience developing menus for students of all ages. Our experience crafting menus specifically for the students of PCHS and our streamlined approach will increase participation for each grade level, meet and exceed USDA standards, and engage key school stakeholders in the menu customization process.

The menus provided on the following pages show the broad scope of on-trend food concepts popular with today's youth. At the core of each menu are ingredients and recipes that have been vetted for nutritional quality and culinary innovation by our regional executive chefs and registered dietitians.

What's on the Menu?



PCHS Breakfast Menu

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------|---|---|---|---|---|
| Main Entrees | Griddle Style Pancakes with Syrup, Maple Flavored Syrup, Fluffy Scrambled Eggs | Whole Grain French Toast Sticks with Maple Flavored Syrup, Maple Flavored Syrup, Fluffy Scrambled Eggs | Whole Grain Waffles with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Chicken Biscuit Breakfast Sandwich, Fluffy Scrambled Eggs | Plain Whole Grain Bagel, Fluffy Scrambled Eggs, Light Cream Cheese |
| Alternate Entrees | Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal | Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal | Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal | Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal | Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal |
| Sides for All Meals | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple |

This institution is an equal opportunity provider.
Milk options include 1% low-fat, skim chocolate and skim strawberry.

What's on the Menu?



PCHS Breakfast Menu

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------|--|---|--|---|--|
| Main Entrees | Sausage & Pancake Stick with Syrup, Maple Flavored Syrup, Iced Cinnamon Roll | Fresh Baked Whole Grain Biscuit, Creamy Peppery Sausage Gravy, Fluffy Scrambled Eggs | Griddle Style Pancakes with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Whole Grain Blueberry Bagel, Fluffy Scrambled Eggs, Light Cream Cheese | Breakfast Turkey Sausage Pizza, Fluffy Scrambled Eggs |
| Alternate Entrees | Fruity Cheerios Cereal Bar, Cocoa Puffs Cereal, Apple Cinnamon Oatmeal | Fruity Cheerios Cereal Bar, Cocoa Puffs Cereal, Apple Cinnamon Oatmeal | Fruity Cheerios Cereal Bar, Cocoa Puffs Cereal, Apple Cinnamon Oatmeal | Fruity Cheerios Cereal Bar, Cocoa Puffs Cereal, Apple Cinnamon Oatmeal | Fruity Cheerios Cereal Bar, Cocoa Puffs Cereal, Apple Cinnamon Oatmeal |
| Sides for All Meals | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Orange Wedges | Turkey Sausage Patty, Whole Grain Toast, Hard Boiled Egg, 100% Fruit Juice, Orange Wedges | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Orange Wedges | Turkey Sausage Patty, Whole Grain Toast, Hard Boiled Egg, 100% Fruit Juice, Orange Wedges | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Orange Wedges |

This institution is an equal opportunity provider.
Milk options include 1% low-fat, skim chocolate and skim strawberry.

What's on the Menu?



PCHS Breakfast Menu

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------|--|--|--|--|--|
| Main Entrees | Whole Grain Waffles with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Egg and Cheese English Muffin Sandwich, Fluffy Scrambled Eggs | Griddle Style Pancakes with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Turkey Sausage Biscuit Sandwich, Fluffy Scrambled Eggs | Whole Grain Blueberry Bagel, Fluffy Scrambled Eggs, Light Cream Cheese |
| Alternate Entrees | Strawberry Cheerios Cereal Bar, Golden Grahams Cereal, Peachy Cinnamon Oats | Apple Cinnamon Cheerios Cereal, Golden Grahams Cereal, Peachy Cinnamon Oats | Strawberry Cheerios Cereal Bar, Golden Grahams Cereal, Peachy Cinnamon Oats | Apple Cinnamon Cheerios Cereal, Golden Grahams Cereal, Peachy Cinnamon Oats | Strawberry Cheerios Cereal Bar, Golden Grahams Cereal, Peachy Cinnamon Oats |
| Sides for All Meals | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Chilled Pineapple Tidbits | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Chilled Pineapple Tidbits | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Chilled Pineapple Tidbits | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Chilled Pineapple Tidbits | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Chilled Pineapple Tidbits |

This institution is an equal opportunity provider.
Milk options include 1% low-fat, skim chocolate and skim strawberry.

What's on the Menu?

PCHS Breakfast Menu

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------|--|--|--|--|--|
| Main Entrees | Whole Grain French Toast Sticks with Maple Flavored Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Turkey Sausage Biscuit Sandwich, Fluffy Scrambled Eggs | Griddle Style Pancakes with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup | Sunbutter & Jelly Pancake Sandwich, Fluffy Scrambled Eggs | Egg and Cheese English Muffin Sandwich, Fluffy Scrambled Eggs |
| Alternate Entrees | Corn Chex Cereal, Multigrain Frosted Flakes Cereal, Cinnamon Oatmeal | Corn Chex Cereal, Multigrain Frosted Flakes Cereal, Cinnamon Oatmeal | Corn Chex Cereal, Multigrain Frosted Flakes Cereal, Cinnamon Oatmeal | Corn Chex Cereal, Multigrain Frosted Flakes Cereal, Cinnamon Oatmeal | Corn Chex Cereal, Multigrain Frosted Flakes Cereal, Cinnamon Oatmeal |
| Sides for All Meals | Turkey Sausage Patty, Whole Grain Toast, Hard Boiled Egg, Red Delicious Apple, 100% Fruit Juice | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, Red Delicious Apple, 100% Fruit Juice | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, Red Delicious Apple, 100% Fruit Juice | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, Red Delicious Apple, 100% Fruit Juice | Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, Red Delicious Apple, 100% Fruit Juice |

This institution is an equal opportunity provider.
Milk options include 1% low-fat, skim chocolate and skim strawberry.

What's on the Menu?



PCHS Breakfast Menu

Monday

Main Entrees

Griddle Style Pancakes with Syrup, Fluffy Scrambled Eggs, Maple Flavored Syrup

Alternate Entrees

Cinnamon Toast Crunch Cereal, Frosted Corn Flakes Cereal, Maple Cranberry Oatmeal

Sides for All Meals

Turkey Sausage Patty, Whole Grain Toast, Low Fat Mozzarella String Cheese, 100% Fruit Juice, Fresh Fuji Apple

This institution is an equal opportunity provider.
Milk options include 1% low-fat, skim chocolate and skim strawberry.

What's on the Menu?



PCHS Lunch

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|---|--|---|--|
| AMERICAN CLASSICS | Spaghetti & Meatballs, Savory Green Beans, Cantonese BBQ Pork w/ Rice, Sesame Soy Carrots | Veggie Chili & Cheese Potato (VG), Seasoned Broccoli Florets, Beef, Bean, & Cheese Burrito | "Blazin'" Buffalo Chicken Dip, Seasoned Corn, Three Cheese Lasagna (VG) (Steamed broccoli & carrots), Roasted Italian Vegetables | Turkey Nachos with Toppings, Seasoned Zucchini, Mexican Style Chicken Grain Bowl (VG) | Griddle Style Pancakes with Syrup, Turkey Sausage Patty, Home Fried Potatoes, Bavarian Style Turkey Hot Dog |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Buffalo Ranch Chicken Quesadilla, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella & Vegetable Panini (VG), Crispy French Fries |
| ON THE GO | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi |
| extra extra | Carrot & Celery Sticks, Crunchy Broccoli Florets, Corn & Black Bean Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits | Spinach & Romaine Salad, Carrot & Celery Sticks, Bulgur Tabbouleh, Whole Ripe Banana, Chilled Peaches | Carrot & Celery Sticks, Crunchy Broccoli Florets, Pea Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits | Spinach & Romaine Salad, Carrot & Celery Sticks, Bulgur Tabbouleh, Whole Ripe Banana, Chilled Peaches | Carrot & Celery Sticks, Crunchy Broccoli Florets, Corn & Black Bean Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

Lunch milk options include 1% Low-Fat, Skim Chocolate and Strawberry. This institution is an equal opportunity employer. (VG)= Vegetarian

What's on the Menu?



PCHS Lunch

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------|---|--|--|---|---|
| AMERICAN CLASSICS | Baja Beef Rice Bowl, Baked Mozzarella Cheese Sticks w/ Marinara (VG), Caesar Salad, Steamed Broccoli Florets | Philly Cheese Steak, Sauteed Peppers & Onions, Fish Taco in Soft Tortilla, Cilantro Lime Coleslaw | Teriyaki Glazed Chicken, Brown Fried Rice, Teriyaki Glazed Beef, Vegetable Egg Roll | BBQ Pulled Pork Sandwich, Boston Baked Beans, Flexitarian Beef & Lentil Taco Salad | Beefy Hard Shell Tacos, Cilantro Lime Brown Rice, Swedish Meatballs, Rotini Pasta, Seasoned Peas |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Chicken & Cheese Quesadilla, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Pork Carnitas & Cheese Quesadilla, Crispy Tater Tots |
| ON^{the}GO | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) |
| extra. extra. | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pickled Beet Salad, Red Delicious Apple, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Tossed Salad, Citrus Chickpea Salad, Orange Wedges, Chilled Diced Pears | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pea Salad, Red Delicious Apple, Cinnamon Sugar Bananas | Fresh Snow Peas (Light Ranch Dressing), Tossed Salad, Citrus Chickpea Salad, Orange Wedges, Chilled Diced Pears | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pickled Beet Salad, Red Delicious Apple, Cinnamon Sugar Bananas |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

Lunch milk options include 1% Low-Fat, Skim Chocolate and Strawberry. This institution is an equal opportunity employer. (VG)= Vegetarian

What's on the Menu?

PCHS Lunch

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|--|--|---|--|
| AMERICAN CLASSICS | Creamy Chicken Alfredo with Rotini, Roasted Italian Vegetables, Sweet & Sour Chicken, Brown Rice, Sesame Green Beans | BBQ Chicken Thighs, Seasoned Corn, Bubbly Baked Macaroni and Cheese (VG), Seasoned Pinto Beans, Cuban Mojo Pork Bowl | Turkey Taco Salad, Mexicali Corn, Cilantro Lime Brown Rice, Perfect Sloppy Joe | Southwest Fish Filet, House-Made Pico de Gallo, Dijon Glazed Carrots, Brown Rice, Cheesy Baked Pasta (VG) | Whole Grain French Toast Sticks with Maple Flavored Syrup, Sausage & Home Fries, Crispy Baked Chicken Nuggets, Brown Rice, Buffalo Cauliflower |
| 2 m.a.t.c. | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Bean & Cheese Quesadilla (VG), Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mushroom & Swiss Turkey Burger, Sweet Potato Tots |
| ON THE GO | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) |
| extra extra | Carrot & Celery Sticks, Spinach & Romaine Salad, Corn Ranch Salad, Granny Smith Apple, Chilled Fruit Cocktail | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Chilled Pineapple Tidbits | Carrot & Celery Sticks, Spinach & Romaine Salad, Citrus Bean, Granny Smith Apple, Chilled Fruit Cocktail | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Chilled Pineapple Tidbits | Carrot & Celery Sticks, Spinach & Romaine Salad, Corn Ranch Salad, Granny Smith Apple, Chilled Fruit Cocktail |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

Lunch milk options include 1% Low-Fat, Skim Chocolate and Strawberry. This institution is an equal opportunity employer. (VG)= Vegetarian

What's on the Menu?



PCHS Lunch

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|---|--|--|--|
| AMERICAN CLASSICS | Chili Cheese Dog, Boston Baked Beans, Tuscan Noodle Bowl (VG) | Rotini with Italian Meat Sauce, Balsamic Summer Squash, Thai Pineapple & Chicken Fried Rice | Chicken Taco with Homemade Pico de Gallo, Mexicali Corn, Smothered Pork Chop, African Spiced Brown Rice, Sautéed Kale | Chimichurri Pork Carnitas Bowl, Teriyaki Glazed Beef, Lo Mein Noodles | Marinated Chicken Fajitas, Mexicali Corn, Cilantro Lime Brown Rice, Macaroni and Cheese With Veggies (VG) |
| 2 matcha | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Italian Turkey Parm Burger, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella and Pepperoni Panini, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella & Roasted Vegetable Panini (VG), Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Classic Grilled Chicken Sandwich, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Turkey & Cheese Bagel Melt, Sweet Potato Fries, Brown Rice |
| ON#GO | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) |
| extra. extra. | Carrot & Celery Sticks, Citrus Bean Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Pea Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Citrus Bean Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

Lunch milk options include 1% Low-Fat, Skim Chocolate and Strawberry. This institution is an equal opportunity employer. (VG)= Vegetarian

What's on the Menu?

PCHS Lunch

| Monday | |
|--------------------------|---|
| AMERICAN CLASSICS | Cajun Roasted Pork Butt, Seasoned Black Eyed Peas, Brown Rice, Oven Baked Chicken Tenders, Jamaican Mango Jerk Sauce |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mushroom & Swiss Burger, Crispy French Fries |
| ON THE GO | Chicken Cobb Salad, Soft Dinner Roll, Chicken Ranch Wrap with Lettuce and Tomato |
| extra extra | Fresh Celery Sticks, Sliced Cucumbers, Spinach, Tomato, & Corn Pasta Salad, Golden Delicious Apple, Chilled Pineapple Tidbits |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard |

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What's on the Menu?



PCHS Lunch with Sono

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|---|--|---|--|
| AMERICAN CLASSICS | Spaghetti & Meatballs, Savory Green Beans, Cantonese BBQ Pork w/ Rice, Sesame Soy Carrots | Veggie Chili & Cheese Potato (VG), Seasoned Broccoli Florets, Beef, Bean, & Cheese Burrito | "Blazin'" Buffalo Chicken Dip, Seasoned Corn, Three Cheese Lasagna (VG) (Steamed broccoli & carrots), Roasted Italian Vegetables | Turkey Nachos with Toppings, Seasoned Zucchini, Mexican Style Chicken Grain Bowl (VG) | Griddle Style Pancakes with Syrup, Turkey Sausage Patty, Home Fried Potatoes, Bavarian Style Turkey Hot Dog |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Buffalo Ranch Chicken Quesadilla, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Crispy French Fries | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella & Vegetable Panini (VG), Crispy French Fries |
| ON THE GO | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi | Mediterranean Bulgur Salad (VG), Vietnamese Banh Mi |
| extra extra | Carrot & Celery Sticks, Crunchy Broccoli Florets, Corn & Black Bean Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits | Spinach & Romaine Salad, Carrot & Celery Sticks, Bulgur Tabbouleh, Whole Ripe Banana, Chilled Peaches | Carrot & Celery Sticks, Crunchy Broccoli Florets, Pea Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits | Spinach & Romaine Salad, Carrot & Celery Sticks, Bulgur Tabbouleh, Whole Ripe Banana, Chilled Peaches | Carrot & Celery Sticks, Crunchy Broccoli Florets, Corn & Black Bean Salad, Fresh Fuji Apple, Chilled Pineapple Tidbits |
| SONO | Seasoned Beef Taco Meat, Carne Asada, Marinated Chicken Breast, Soft Flour Tortillas, Hard Taco Shells, Tortilla Chips, Seasoned Pinto Beans, Seasoned Black Beans, Shredded Cheddar Cheese, Shredded Romaine Lettuce, Fresh Diced Tomatoes, Fresh Sliced Onion, Sliced Jalapenos, Sautéed Peppers, and Onions, Pico de Gallo, Low Fat Sour Cream | | | | |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

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What's on the Menu?

PCHS Lunch with Sono

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|--|--|---|---|
| AMERICAN CLASSICS | Baja Beef Rice Bowl, Baked Mozzarella Cheese Sticks w/ Marinara (VG), Caesar Salad, Steamed Broccoli Florets | Philly Cheese Steak, Sautéed Peppers & Onions, Fish Taco in Soft Tortilla, Cilantro Lime Coleslaw | Teriyaki Glazed Chicken, Brown Fried Rice, Teriyaki Glazed Beef, Vegetable Egg Roll | BBQ Pulled Pork Sandwich, Boston Baked Beans, Flexitarian Beef & Lentil Taco Salad | Beefy Hard Shell Tacos, Cilantro Lime Brown Rice, Swedish Meatballs, Rotini Pasta, Seasoned Peas |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Chicken & Cheese Quesadilla, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt, Crispy Tater Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Pork Carnitas & Cheese Quesadilla, Crispy Tater Tots |
| ON THE GO | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) | Chicken & Apple-Cheddar Salad, Egg Salad Sandwich (VG) |
| extra extra | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pickled Beet Salad, Red Delicious Apple, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Tossed Salad, Citrus Chickpea Salad, Orange Wedges, Chilled Diced Pears | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pea Salad, Red Delicious Apple, Cinnamon Sugar Bananas | Fresh Snow Peas (Light Ranch Dressing), Tossed Salad, Citrus Chickpea Salad, Orange Wedges, Chilled Diced Pears | Red & Green Bell Pepper Strips, Crunchy Broccoli Florets, Pickled Beet Salad, Red Delicious Apple, Cinnamon Sugar Bananas |
| SONO | Seasoned Beef Taco Meat, Carne Asada, Marinated Chicken Breast, Soft Flour Tortillas, Hard Taco Shells, Tortilla Chips, Seasoned Pinto Beans, Seasoned Black Beans, Shredded Cheddar Cheese, Shredded Romaine Lettuce, Fresh Diced Tomatoes, Fresh Sliced Onion, Sliced Jalapenos, Sautéed Peppers, and Onions, Pico de Gallo, Low Fat Sour Cream | | | | |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

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What's on the Menu?

PCHS Lunch with Sono

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|--|--|---|--|
| AMERICAN CLASSICS | Creamy Chicken Alfredo with Rotini, Roasted Italian Vegetables, Sweet & Sour Chicken, Brown Rice, Sesame Green Beans | BBQ Chicken Thighs, Seasoned Corn, Bubbly Baked Macaroni and Cheese (VG), Seasoned Pinto Beans, Cuban Mojo Pork Bowl | Turkey Taco Salad, Mexicali Corn, Cilantro Lime Brown Rice, Perfect Sloppy Joe | Southwest Fish Filet, House-Made Pico de Gallo, Dijon Glazed Carrots, Brown Rice, Cheesy Baked Pasta (VG) | Whole Grain French Toast Sticks with Maple Flavored Syrup, Sausage & Home Fries, Crispy Baked Chicken Nuggets, Brown Rice, Buffalo Cauliflower |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Toasted Ham & Swiss, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Bean & Cheese Quesadilla (VG), Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, BLT Burger, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Tuna Melt, Sweet Potato Tots | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mushroom & Swiss Turkey Burger, Sweet Potato Tots |
| ON THE GO | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) | Sweet & Crunchy Chickpea Wrap (VG), Shaker Salad with Wheat Berries (VG) |
| extra extra | Carrot & Celery Sticks, Spinach & Romaine Salad, Corn Ranch Salad, Granny Smith Apple, Chilled Fruit Cocktail | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Chilled Pineapple Tidbits | Carrot & Celery Sticks, Spinach & Romaine Salad, Citrus Bean, Granny Smith Apple, Chilled Fruit Cocktail | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Chilled Pineapple Tidbits | Carrot & Celery Sticks, Spinach & Romaine Salad, Corn Ranch Salad, Granny Smith Apple, Chilled Fruit Cocktail |
| SONO | Seasoned Beef Taco Meat, Carne Asada, Marinated Chicken Breast, Soft Flour Tortillas, Hard Taco Shells, Tortilla Chips, Seasoned Pinto Beans, Seasoned Black Beans, Shredded Cheddar Cheese, Shredded Romaine Lettuce, Fresh Diced Tomatoes, Fresh Sliced Onion, Sliced Jalapenos, Sautéed Peppers, and Onions, Pico de Gallo, Low Fat Sour Cream | | | | |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

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What's on the Menu?

PCHS Lunch with Sono

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------------|---|---|--|--|--|
| AMERICAN CLASSICS | Chili Cheese Dog, Boston Baked Beans, Tuscan Noodle Bowl (VG) | Rotini with Italian Meat Sauce, Balsamic Summer Squash, Thai Pineapple & Chicken Fried Rice | Chicken Taco with Homemade Pico de Gallo, Mexicali Corn, Smothered Pork Chop, African Spiced Brown Rice, Sauteed Kale | Chimichurri Pork Carnitas Bowl, Teriyaki Glazed Beef, Lo Mein Noodles | Marinated Chicken Fajitas, Mexicali Corn, Cilantro Lime Brown Rice, Macaroni and Cheese With Veggies (VG) |
| 2 match | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza | Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza |
| grilled | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Italian Turkey Parm Burger, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella and Pepperoni Panini, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mozzarella & Roasted Vegetable Panini (VG), Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Classic Grilled Chicken Sandwich, Sweet Potato Fries, Brown Rice | Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Turkey & Cheese Bagel Melt, Sweet Potato Fries, Brown Rice |
| ON THE GO | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) | Chicken Salsa Wrap, Hummus, Chips, and Veggie Bento Box (VG) |
| extra extra | Carrot & Celery Sticks, Citrus Bean Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Pea Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches | Crunchy Broccoli Florets, Carrot & Celery Sticks, Vegetable Pasta Salad, Orange Wedges, Cinnamon Sugar Bananas | Carrot & Celery Sticks, Citrus Bean Salad, Vegetable Pasta Salad, Whole Ripe Banana, Chilled Peaches |
| SONO | Seasoned Beef Taco Meat, Carne Asada, Marinated Chicken Breast, Soft Flour Tortillas, Hard Taco Shells, Tortilla Chips, Seasoned Pinto Beans, Seasoned Black Beans, Shredded Cheddar Cheese, Shredded Romaine Lettuce, Fresh Diced Tomatoes, Fresh Sliced Onion, Sliced Jalapenos, Sauteed Peppers, and Onions, Pico de Gallo, Low Fat Sour Cream | | | | |
| SO DELI | Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard | | | | |

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What's on the Menu?

PCHS Lunch with Sono



Monday

AMERICAN CLASSICS

Cajun Roasted Pork Butt, Seasoned Black Eyed Peas, Brown Rice, Oven Baked Chicken Tenders, Jamaican Mango Jerk Sauce



Classic Italian Style Cheese Pizza (VG), Pepperoni Pizza

grilled

Beefy Classic Cheeseburger, Spicy Chicken Sandwich, Mushroom & Swiss Burger, Crispy French Fries

ON THE GO

Chicken Cobb Salad, Soft Dinner Roll, Chicken Ranch Wrap with Lettuce and Tomato

extra extra

Fresh Celery Sticks, Sliced Cucumbers, Spinach, Tomato, & Corn Pasta Salad, Golden Delicious Apple, Chilled Pineapple Tidbits



Seasoned Beef Taco Meat, Carne Asada, Marinated Chicken Breast, Soft Flour Tortillas, Hard Taco Shells, Tortilla Chips, Seasoned Pinto Beans, Seasoned Black Beans, Shredded Cheddar Cheese, Shredded Romaine Lettuce, Fresh Diced Tomatoes, Fresh Sliced Onion, Sliced Jalapenos, Sauteed Peppers, and Onions, Pico de Gallo, Low Fat Sour Cream

SO DELI

Deli Turkey, Sliced Deli Ham, Hummus, Sliced Bread, Sub Roll, Soft Flour Tortilla, American Cheese, Swiss Cheese, Provolone Cheese, Shredded Lettuce, Sliced Tomatoes, Mayo, Yellow Mustard

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Culinary Culture

Serving Up Happy & Healthy

We're passionate about creating delicious, kid-approved food that nourishes bodies and minds and supports development at this critical time in children's lives. We make your cafeterias inviting spaces where students want to be, bringing a sense of happiness to each meal as they connect with friends and refuel for the day ahead.

Whether a student is looking for on-trend dishes with exciting flavor profiles, the perfect pregame snack or a mood-boosting breakfast to tackle the day, they'll find it in our cafeteria, expertly crafted by a team of culinarians committed to serving up happy and healthy to every student, every day.



“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,
VP of Culinary



Great food begins with the best ingredients. Our culinary and nutrition teams are devoted to using the freshest, nutritious, minimally processed and locally sourced ingredients available.

We listen to students and use their input to develop innovative and exciting recipes that connect with current food trends. We continue to be the leaders in culinary innovation because we are always creating, developing and testing new recipes and concepts in our kitchens.

Our associates engage students in fun and educational activities, providing experiences that introduce new ingredients and flavors, teach them about nutrition and cooking, and inspire them to be excited about food and wellness. We are in the business of creating memories and healthy habits that will last a lifetime.

Chartwells chefs have a deep knowledge, understanding and passion for food. They feel fortunate to be nourishing students and changing the landscape of school nutrition.

Our team of registered dietitians collaborates with our culinary team to choose the best ingredients and develop creative recipes that maximize nutrition, USDA compliance and food allergy management. They are skilled at seamlessly blending student nutrition needs with their taste preferences.

A Customized Dining Solution

Students want fun and delicious food. Parents want healthy, nutritious meals. Administrators want all of that at an affordable cost. That is why we work directly with you to develop a customized foodservice program that fits your 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. Each concept incorporates chef expertise, recipes, menus and more.



A Variety of Healthy, Balanced Meals

Florence School District One

Our team ensured students would have a variety of fresh, quality food choices on Day One when we started our partnership with Florence School District One. Dishes included vegetarian options, salads, soups and more.

“I think the kids will be very excited with the appearance of the food, the taste of the food,” said Jeff Murrie, FSD1 farm-to-school instructor. “Teachers at other schools have already been talking about how good the food smells when they come down the hall.”



What Can You Expect from Our Culinary Focus?

Ingredient Excellence

An outstanding food program begins with ingredients that are fresh, local, authentic, minimally processed, nutritious and protect our environment.

- All of 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 many other products.
- We reduce the use of salt in our foods and emphasize flavor through a variety of seasonings, marinades and cooking techniques.
- We bring to life the USDA's MyPlate graphic, symbolizing a balanced meal. We offer a wide variety of fruits and vegetables that fill half of student plates as well as low-fat dairy, lean protein and whole grains.
- We prioritize local product purchasing as much as possible.
- We offer cage-free shell eggs, milk and yogurt that were produced from cows not treated with artificial growth hormones.

Scratch Cooking

Our culinary approach ensures your menus are nutritious and delicious. We take pride in serving your students meals made from scratch with fresh, wholesome and local ingredients – meals they are excited to eat. By bringing our expertise, instruction and skill building into the kitchen, we enable your program to flourish and increase the amount of food made in-house. On-site preparation and finishing foods also improve overall food quality and freshness. This helps recipes retain nutrients and flavor.

Recipe Innovation

We continually develop and test new recipes that reflect your specific student population. This process brings together our talented chefs and dietitians. They create recipes that promote authentic tastes, modify classics for a healthier profile and introduce new flavors and concepts that highlight current trends.

Our quality standards are on par with those outlined by PCHS, so all of our contracts cover products that meet or exceed these specifications.

Introducing the Chartwells Culinary Innovation Council

The Culinary Innovation Council is a collective of Chartwells chefs from around the country who work together to bring the latest food trends and new menu items to our education partners.

Beyond serving as culinary trend-spotters, council members are given culinary challenges throughout the year to develop new recipes based on student feedback, marketplace insights and menu development needs. This process continually expands our recipe set and promotes engagement in the cafeteria with opportunities to meet the chefs and taste/vote for new menu items.

The council also reinforces our chef-driven menu development approach and provides opportunities for culinary career development.

Experts on USDA Foods

Our decades of experience in developing menus for students of all ages gives us a unique perspective and a customized approach to USDA foods. At the heart of every menu are chef-developed, dietitian-approved recipes that showcase foods kids love and reflect today's food trends.

Our national culinary and nutrition teams leverage USDA foods and DoD program foods in their most natural state for integration into recipes and menus. We spend thousands of hours in research and development to ensure our foodservice directors have the information and resources to make informed recommendations on commodity choices. We maximize the value of your allotment for USDA foods and reduce administrative costs in purchasing, passing on the savings to you.

With our knowledge of what kids in 4,500 schools across the country like to eat, we are always focused on serving the food kids want – especially as their flavor palates evolve. That's why we're helping schools nationwide solve the complexities of purchasing USDA foods. We want to make it easy for schools to make their commodity spend go further and ensure it's focused on making great menus.

We are continually creating new recipes to give students the foods they like – with a healthy twist.

Create Pork Carnitas Bowl



Data-Driven Menu Design

We take the guesswork out of menu development with the help of our data analytics partner, E15. They provide us with detailed information about the cuisines and restaurants the families and students in your area are frequenting, and we use that data to inform menu selection. This method allows us to start with menus we know your students will love and then refine our selection through their feedback.

Seasonal Menus

Tastes change based on the season. In the spring, students might crave a refreshing feta and watermelon salad. In the cold winter months, a hearty bowl of chili may hit the spot. We evaluate the menu offerings and incorporate seasonal flavors and produce to ensure our students can always find something to satisfy their seasonal cravings.



NATIONAL SCHOOL LUNCH PROGRAM

CREATE A MEAL

TAKE AT LEAST 3 FOOD GROUPS TO CREATE A MEAL

1. SELECT A 1/2 CUP OF FRUIT OR VEGETABLE (OR BOTH)
2. PICK AT LEAST TWO OTHER FOOD GROUPS, SUCH AS WHOLE GRAINS, PROTEIN, OR A SERVING OF MILK
3. TAKE A MINIMUM OF 3 FOOD GROUPS AND A MAXIMUM OF 5

MEAL EXAMPLES:

| | | | | | | |
|---|---|---|---|---|---|-------------|
|  | + |  | = | MEAL | | |
| FRUIT | | WHOLE GRAIN & PROTEIN | | | | |
|  | + |  | + |  | = | MEAL |
| VEGETABLE | | FRUIT | | MILK | | |
|  | + |  | = | MEAL | | |
| FRUIT | | WHOLE GRAIN & PROTEIN | | | | |
|  | + |  | + |  | = | MEAL |
| FRUIT | | VEGETABLE | | WHOLE GRAIN & PROTEIN | | |
|  | + |  | = | NOT A MEAL | | |
| WHOLE GRAIN & PROTEIN | | MILK | | (NO FRUIT OR VEGETABLE) | | |

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER.

“It’s the kind of food you’d expect to find in a higher-end fast casual restaurant: dishes like a roast Greek chicken and tzatziki sandwich, a Cajun chicken salad sandwich wrap, and a Vietnamese banh mi pork hoagie.”

– Joe Zlomek, The Post Reporter,
Pottsgrove School District

Culinary Concepts

For a more college-like “food hall” experience, we create mini restaurants within your cafeteria. We call these mini restaurants “culinary concepts,” and each can be executed as a full concept including customizable menus and branding or incorporated into existing menus and stations. Check out some of students’ favorite concepts on the following pages.



Authentic Italian menu items
highlighting fresh, seasonal,
local ingredients

AMERICAN CLASSICS

Hearty, filling regional
and seasonal favorites



create

An exhibition-style
culinary experience

Philly
Cheesesteak
Burger



grilled

Hamburgers, cheeseburgers,
chicken sandwiches and more

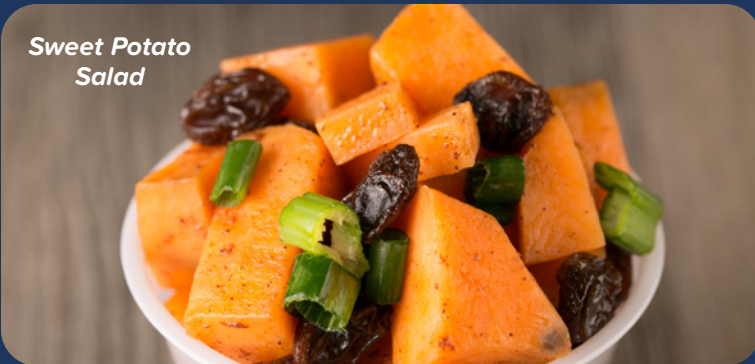


Students create their own
Latin American favorites



Build Your
Own Nachos

Sweet Potato
Salad



extra. extra

Fresh fruit and
vegetable side dishes

SO DELI

The variety, freshness and
customization students want



Deli Special:
Vietnamese
Chicken Banh Mi



Wholesome, delicious
on-the-go snacking



A culinary adventure across the
U.S., featuring regional favorites



*Nashville
Hot Chicken
Sandwich*



*Kale Salad with
Apples and
Honey Lemon
Dressing*

wild greens

Salads featuring seasonal,
local ingredients



Our newest concept offers two ways
to enjoy breakfast all day: grab-
and-go on the Expressway or a
leisurely lunch at the Traffic Stop



*Homemade
Belgian Waffles
with Blueberry
and Ricotta
Topping*



Vegetarian Muffaletta



Premium deli concept featuring top-quality meats and cheeses and freshly baked bread



A new Asian concept inspired by Food Network's Chef Jet Tila



Korean Chicken Bulgogi



Homemade Pulled Pork Sandwich



Regionally and globally inspired BBQ entrees with sides like macaroni and cheese



Pizza by the slice or create your own



Hawaiian Flatbread



Curry
Chicken
Masala
Bowl



chaat
HOUSE
INDIAN KITCHEN

A variety of vegetables,
curries and masalas that
students can customize



A fresh take on burgers
and sandwiches with
innovative flavors



Avocado and
Cheddar Burger



Apple,
Carrot
and Beet
Salad with
Citrus Mint
Vinaigrette



Premium made-to-
order or prepackaged
salad bar



Classic Southern crispy chicken
sandwiches and sides



Teriyaki
Pineapple
Chicken
Sandwich



Pork Carnitas Torta

made to
melt
EVERYTHING CHEESE

A twist on an American comfort classic, Made to Melt showcases “everything cheese”



Authentic broths are the foundation of this Asian noodle concept that features pho, ramen and dim sum



Vegetable Soba Noodle Bowl



Homestyle Baked Macaroni and Cheese

MAC & CHEESY OLOGY

Custom macaroni and cheese with a wide variety of flavors, toppings and proteins to choose from

2021 Food Management Best Sandwiches

Food Management’s yearly list of the best sandwiches has featured selections from our culinary concepts four years in a row. This year, our Indian Chicken Shawarma Flatbread Sandwich and Pulled Pork Ham and Swiss Cubano were featured in the Global Category while our Sonoran Chicken Torta topped the list of Best Chicken Sandwiches. This torta reimagines the popular Sonoran hot dog with fajita chicken, chipotle barbecue mayonnaise, refried beans, lettuce, jalapenos and tomatoes.

The previous three years, our sandwiches were highlighted in the Kids Sandwich Category, claiming two of the four spots in 2020 with our Mojo BBQ Pulled Pork Sandwich and our Apple Beet Wheatberry Wrap. In 2019, our Cilantro Lime Chicken and Eggplant Provolone Paninis made the cut, and 2018 featured our Grilled Chicken Cobb Sandwich.



Sonoran Chicken Torta

Giving Kids a Voice

Today's students are smarter and savvier about what they want to eat. Our Student Choice program brings the latest food trends straight to school cafeterias and lets students choose what's on their menus.

Students sample from restaurant-inspired concept options that are updated regularly to keep the program exciting and on-trend. Then they vote on which concepts are brought to life in the cafeteria, either at a Student Choice station or as a limited-time offer until the next vote.







CK12 Catering

Our commitment to your students and community doesn't end at the cafeteria door. Our talented, passionate chefs craft menus that include popular, seasonal pairings to suit any taste or occasion. From small staff meetings to large special events, your on-site Chartwells team will help you create an experience that fits your serving style, preferences and budget. Catered meals prepared for students during special events – such as end-of-year celebrations, field trips and classroom parties – can be claimed by the school for reimbursement.

From menus to marketing, your catering program will reflect the spirit of your school. Our sample menus feature the same level of diverse, on-trend dishes and global flavors we're dedicated to offering in your cafeterias each day. Whether you prefer the marketing to showcase the school logo or CK12 branding, every print and digital communication will highlight the quality and creativity of our catering services.



catering menu



Sample Menus

Breakfast

Conference Breakfast

- Assorted bagels, peanut butter, butter, cream cheese and jelly
- Choice of two pastries: mini bagels, mini muffins, mini Danish, mini croissants (almond, plain or chocolate), mini scones, crumb cake or pound cake
- Sliced fruit platter

Country Breakfast

- Warm buttermilk biscuits and country gravy
- Scrambled eggs
- Golden hash browns or home fries
- Sausage and/or bacon

Breakfast Burrito Bar

- Warm flour tortillas
- Scrambled eggs
- Chorizo with eggs
- Hash browns
- Refried beans
- Bacon and sausage
- Pico de gallo and salsa
- Shredded cheddar cheese

The Griddle

- Buttermilk pancakes or French toast
- Strawberry topping and powdered sugar
- Butter and syrup
- Sausage and/or bacon
- Golden hash browns or home fries

Breakfast Sandwich Platter

- Santa Fe breakfast sandwich
- Banana, apple and berry wraps
- Sausage and cheese biscuit

Oatmeal Bar

Steel-cut oats with cinnamon, raisins, brown sugar, dried cranberries, dried apricots, toasted sunflower seeds, housemade granola and toasted coconut

Fresh Fruit and Yogurt Platter

Assorted individual yogurts, fresh fruit salad and granola

Individual orange juice, coffee, decaf and tea service available for all breakfast options

Lunch

Conference Sandwich Lunch 1

- Sandwich platter (select four different sandwiches from sandwich list)
- One salad (select from salad list), sliced fruit platter, cookies and brownies, premium canned or bottled beverages

Conference Sandwich Lunch 2

- Sandwich platter (select four different sandwiches from sandwich list)
- Two salads (select from salad list), sliced fruit platter, cookies and brownies, premium canned or bottled beverages

Conference Sandwich Lunch 3

- Build your own sandwich: Includes assorted sliced meats and cheeses (ham, turkey, salami, roast beef; Swiss, provolone and American cheeses), freshly baked bread, lettuce, tomato, pickles and condiments
- Two salads (select from salad list), cookies and brownies, premium canned or bottled beverages





New Sandwich Boxes for To-Go Catering

Four sandwiches selected from below are packaged in an easy-to-transport box for lunch on the go.

House Favorites

- House-roasted turkey, brie, honey mustard, demi baguette
- Smoked ham, arugula, Swiss cheese, ciabatta
- Grilled chicken, avocado, chipotle mayo, Jack cheese, brioche

Vegetarian

- Grilled zucchini, eggplant, roasted peppers, balsamic dressing
- Portobello mushroom, wilted kale, goat cheese, sandwich thin
- Balsamic roasted vegetable, goat cheese, whole-wheat wrap

Salads

- Organic field greens, balsamic vinaigrette
- Caesar salad, herb croutons
- Spinach salad, Parmesan, dried cranberries
- Pesto potato salad
- Broccoli, sunflower seeds and raisin salad

From the Farm

- Smoked turkey, vine-ripened tomato, basil, fresh mozzarella
- Chicken Caesar wrap
- Roast beef, cheddar, horseradish, caramelized onions, sourdough

From the Sea

- Albacore tuna, cucumber, whole-grain roll
- Roasted salmon, fresh herbs, lettuce, tomato, sandwich thin

Sandwich selections served on assorted breads and rolls.



Buffets

All buffets are served with a fresh fruit platter, cookie and brownie platter, and premium canned or bottled beverage selection. Minimum of 10 guests, 72-hour notice.

American Classic

- Green peppercorn roasted sirloin
- Lemon-basil roasted salmon
- Roasted mushrooms
- Roasted Roma tomatoes
- Choice of Caesar salad or mesclun greens with balsamic vinaigrettes

Mediterranean

- Caprese skewers
- Spinach Greek salad wraps
- Tabbouleh
- Hummus, red pepper, romaine in whole-wheat pita
- Lentil, sweet potato and red onion salad
- Baked chicken breast, lemon, basil, tomato, black olives
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

BBQ Bar

- BBQ pulled pork and chicken
- Corn on the cob
- Baked beans
- Coleslaw or potato salad
- Cornbread
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Taco and Burrito Bar

- Choice of taco-seasoned beef, chicken or traditional carnitas
- Crisp taco shells and/or soft flour tortillas
- Pinto or refried beans
- Cilantro-lime rice
- Shredded lettuce, diced tomato, black olives, grated cheddar
- Homemade pico de gallo
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Pasta Bar

- Penne pasta
- Choice of traditional Italian meat sauce, Alfredo or marinara (or combination of more than one)
- Seasoned vegetables
- Garlic breadsticks
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Grill Bar

- Hamburgers and hot dogs
- Assorted sliced cheeses
- Platter of lettuce, sliced tomato, thin red onion
- Assorted condiments
- Corn on the cob
- BBQ beans
- Potato salad
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Asian Buffet

- Choice of orange chicken, teriyaki chicken or combination with steamed white rice
- Lo mein noodles
- Vegetable fried rice
- Stir-fried mixed vegetables
- Vegetarian egg rolls
- Fortune cookies
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Pizza Party

- Classic cheese, pepperoni, sausage or roasted vegetable pizza
- Roasted Italian vegetables
- Broccoli with tomatoes, lemon, garlic
- Chicken panzanella
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Masala Buffet

- Chicken tikka masala
- Aloo gobi
- Baingan bharta
- Chef Bal Arneson's quinoa with Brussels sprouts
- Basmati rice
- Garlic naan
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Build-Your-Own Buffets

Caesar Salad

- Romaine lettuce, baby spinach
- Tomatoes, olives, cucumbers, mushrooms, broccoli, carrots
- Grilled marinated chicken breast
- Lemon pepper spiced shrimp
- Grilled balsamic glazed tofu
- Croutons, Parmesan, regular and low-fat Caesar dressing
- Freshly baked focaccia

Grain Bowl

- Baby greens, arugula
- Quinoa, wheat berries
- Avocado, cucumbers, olives, tomatoes, dried cranberries, edamame, broccoli, cauliflower
- Chopped walnuts, sunflower seeds, Parmesan
- Grilled marinated chicken breast
- Lemon pepper spiced shrimp
- Sesame ginger and raspberry dressing
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Chili Picnic

- Beef tomato red bean chili
- Chicken white bean chili
- Jalapeño cornbread
- Cilantro-lime quinoa rice
- Jicama-cucumber fruit salad
- House-pickled vegetables, house-marinated sliced olives, Jack and cotija cheese, fresh cilantro
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette



Bagel Board

- Assorted toasted bagels
- Smoked salmon
- Herbed and plain cream cheeses
- Sliced cheeses
- Lettuce, tomato, radish, red onion
- Peanut butter
- House granola
- Dried fruits
- Traditional potato salad
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette

Personal Parfait

- Greek yogurt
- Strawberry, blueberry, raspberry, mandarin orange, kiwi, peach
- House granola
- Overnight cinnamon oats
- Orange-marinated cranberries, dried apricot
- Toasted pecans, walnuts, coconut, sunflower seeds
- Honey, maple syrup
- Choice of Caesar salad or mesclun greens with balsamic vinaigrette



Beverages, Desserts and Snacks

Beverages

- Assorted fruit juices
- Bottled water, fresh infused water – choice of lemon, lime, strawberry or cucumber
- Regular and decaf coffee and tea, sugar, milk, half & half, honey, lemon
- Assorted premium canned and bottled beverages

Desserts

- Sheet cakes – chocolate, vanilla, carrot or lemon cake with chocolate, vanilla, cream cheese or lemon icing
- Cheesecake
- Peach, blueberry or apple cobbler, whipped cream
- Cookie and brownie platter
- Mini dessert bars and cupcakes
- Biscotti and chocolate

Snacks

- Fruit and yogurt parfait
- Fruit and cheese tray, flatbread, crackers
- Hot pretzel bites, spicy brown and yellow mustards
- Crudite platter, herbed cream cheese, hummus
- Bruschetta – assorted crisps and flatbreads, fresh tomato basil, Kalamata olives and cranberry pear toppings
- Energy basket – granola, nuts, dried fruit, snack bars



Purchasing Strength

We're able to provide the most competitive pricing for your program through our group purchasing organization, Foodbuy. As a subsidiary of Compass Group and the largest foodservice procurement organization in North America, Foodbuy manages more than 3,000 purchasing contracts and has developed over 600 partnerships with manufacturers, suppliers and distributors across the country. We'll continue to harness Foodbuy's purchasing power and expertise for PCHS' supply chain needs and provide the best quality ingredients and goods at the best price available.

Foodbuy's negotiators understand the competitive landscape, commodity forecasts, regulatory issues, consumer trends, labor factors, sustainability goals, wellness concerns, product innovation and economies of scale. Your Foodbuy team drives down costs by negotiating greater volume of fewer quality products.

PCHS' unique specifications are our first priority when purchasing food for your program. Foodbuy analyzes culinary needs, foodservice trends, nutrition, operating habits and customer requirements. Then it matches those criteria with the world's premier suppliers to optimize quality, value and customer satisfaction.

Benefits to PCHS

Foodbuy

You can expect



Student-focused ingredients and menus to drive participation



Culinary-first approach with quality local and national brands



Increased purchasing efficiencies



Increased wellness and sustainability impact through strategic purchasing



Control and minimizing impact of inflationary pressures



Compliance with nutrition labeling through our proprietary system, Webtrition



Food safety with supply chain due diligence and stringent certification programs



Streamlined processes through our Managed Order Guides



Easy and accurate ordering through our intuitive purchasing platform, MyOrders



Supplier diversity through partnerships with small, minority-, women-, disabled- and veteran-owned businesses



Expert handling of food manufacturer recalls and market withdrawals

We're Your Procurement Advocate

USDA Foods

Our menu philosophy utilizes USDA foods to the fullest extent possible. We have decades of experience and a national support network committed to maximizing the usage of USDA foods, enhancing menu variety and adhering to school foodservice budgets.

The Chartwells National Commodity Program is focused on the following areas of expertise, which enable us to incorporate USDA foods into our school dining menus. This ensures consistent product quality, high nutritional value and low food cost.

Maximum Utilization and Effective Management

We know that the more USDA foods schools use, the lower their food cost. Our team members receive USDA commodity training on accurate ordering, 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.

Smart Processing

We direct our USDA foods to processors who supply us with a product that meets our stringent quality specifications while also supporting local purchasing. Since these standards are identical to specifications for purchased products, the result is a seamless transition between purchased and USDA foods. This reduces menu substitutions, leverages food costs and provides consistent quality ingredients that are easily incorporated into our wholesome meals.

Big Brands with Big Impact

We work collaboratively with a variety of well-known brands to continually introduce students to new foods and flavors. We take pride in stocking our pantries the same way you stock yours, with brands ranging from Tyson and Del Monte to Kraft Heinz and Smucker's. Our partnerships with these brands begin long before we start cooking in our kitchens.

Our chefs collaborate with brand chefs to identify new products to develop recipes for and incorporate them into our menus. We stay close to the latest food trends, whether it's new flavors like Korean BBQ, Sriracha or refreshing watermelon chili lime, or exploring global foods such as empanadas, Thai lemongrass chicken and vegetarian chili.





Fresh Fruit and Vegetable Program

The USDA's Fresh Fruit and Vegetable Program provides qualifying schools with additional funding to purchase fruit and vegetable snacks for students to be served during the school day. Many schools have found success with the program, using it as an educational opportunity. This engages students in learning about healthy eating while providing another nutritious snack during the day.

The success of the Fresh Fruit and Vegetable Program is supported by a strong research base showing that children are more likely to accept new foods after repeated exposure (sometimes as many as 20 exposures are needed!). Research also indicates that children are more likely to develop healthy eating habits if they have the support of a positive role model. The Fresh Fruit and Vegetable Program offers a winning combination of the exposure and support needed to help students develop healthy habits that will last a lifetime. Since the 2015-2016 school year, Chartwells has helped school district partners across the country secure more than \$6 million of funding for the Fresh Fruit and Vegetable Program.

Fresh Fruit and Vegetable Program in Action at Malvern School District

Chartwells has leveraged the Fresh Fruit and Vegetable Program as an opportunity to engage students in the menu design for lunch and breakfast. Students in the Malvern School District had the opportunity to participate in a schoolwide taste-testing event that included more than 20 different fruits and vegetables. The event was designed by Chartwells Director Jason Kuhn, who was looking for a fun and creative way to use leftover program funding that could not be carried over to the next school year. Jason was able to use the results of the student poll to determine which fruits and vegetables should be served in the cafeteria the following school year.

“The Fresh Fruit and Vegetable Program gets kids to try foods that they would normally scrunch their nose up at and not try at home. The variety and choices pique the students’ interests.”

– Christina Spielbauer, Superintendent, Carlisle Area School District

Compliance

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



Managed Order Guides

Foodbuy uses a Managed Order Guide to streamline a majority of purchases from broadline distributors. The Foodbuy category development and distribution teams work directly with Chartwells' culinary leaders and nutrition experts to determine which items will be in our Managed Order Guides. 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.

Food Ordering and Menu Management

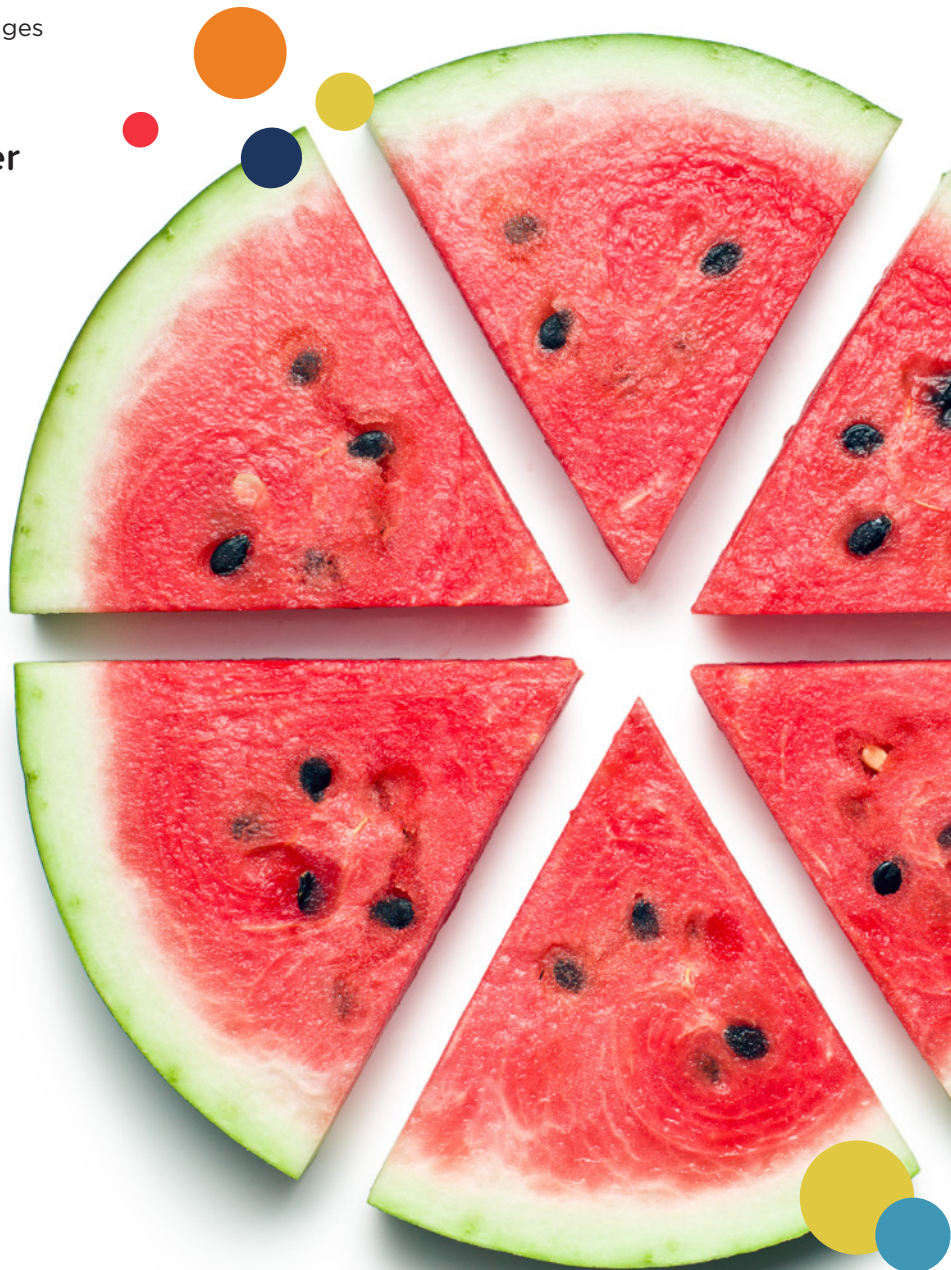
Chartwells uses a proprietary purchasing system called MyOrders, an intuitive platform that allows managers to easily and accurately place and manage their orders. This web-based solution works to simplify the purchasing process and includes such key features as:

- Detailed product information
- Central shopping lists and product changes
- An inventory module

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 used in our operations triggers an internal Red Alert communication instructing our on-site teams of necessary actions and information, including:

- Supplier name and product
- Potential health threat
- Code dates and lot numbers
- Quantities of product recalled/withdrawn
- Market (retail, foodservice, etc.)
- Actions needed





Responsible Corporate Citizenship/Supplier Diversity

Our commitment to diversity and inclusion doesn't end with workforce diversity. Our Supplier Diversity program is designed to give a wide range of suppliers the opportunity to partner with us to serve your students with quality goods and services. We've established objectives for our Supplier Diversity program that include:

- Identifying and sourcing business opportunities with capable small, minority-, women-, disabled- and veteran-owned businesses that meet the supplier qualification requirements of Foodbuy and our committed customers.
- Tracking all expenditures and joint revenue generated from diversified suppliers.
- Providing diverse business owners with access to the purchasing opportunities within Foodbuy.

We have a Supplier Diversity Department staff that is dedicated to:

- Helping Minority and Women-owned Business Enterprise (MWBE) suppliers understand the business requirements to become nominated suppliers to Compass Group and the other committed customers of the Foodbuy organization.
- Ensuring minority and women business owners are treated fairly in the qualification, proposal and contracting process.
- Providing information and support to all Foodbuy customers relative to the availability of qualified MWBE suppliers.

We're proud our efforts have generated increasingly tangible results and that our supplier diversity initiatives have received numerous awards and recognition. In fact, Foodbuy delivered more than \$700 million in purchasing volume and joint venture revenue with small, minority- and women-owned businesses in 2019. This is just one example of our commitment.

Buy American Provision

At Chartwells, our purchasing capabilities are vast and flexible, enabling us to meet an extremely wide range of specialized client requirements for purchasing practices. As a company, we support buying locally produced products from local business owners as a way to strengthen local economies and minimize our carbon footprint. Wherever feasible, we buy American-made products. A large number of our food suppliers produce their products inside the U.S., helping us easily achieve the USDA's minimum requirements of domestic purchases.

In 2012, the USDA incorporated a procurement audit into school district requirements and placed an increased focus on the Buy American provision of the school meal regulations. You can rest assured our management team takes this seriously at the local and national levels, and everyone has the tools and confidence to help you exceed USDA and state agency requirements. Examples of how we ensure adherence to these regulations:

- 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 that questions or issues that arise 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 quickly respond and develop a robust training program and a comprehensive set of resources regarding the Buy American provision 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:



Ecologically Minded Food Purchasing

Whenever possible we feature locally grown foods and require that 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 that's 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 fresh yogurt from cows that have not been treated with the artificial growth hormones rBGH/rBST.



Imperfectly Delicious Produce

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

Chartwells' Flash Frozen program preserves local foods so they can be enjoyed all year long. We've spearheaded this project to help create a concept that benefits the farmers and the schools where it is available.



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.



Buy American

We proudly buy local products as a way to strengthen local economies and minimize our carbon footprint. Wherever feasible, we buy American-made products, and we easily achieve the USDA's requirements of domestic purchases.



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

We have partnerships with numerous trusted manufacturers and offer many of the same brands that 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.

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.

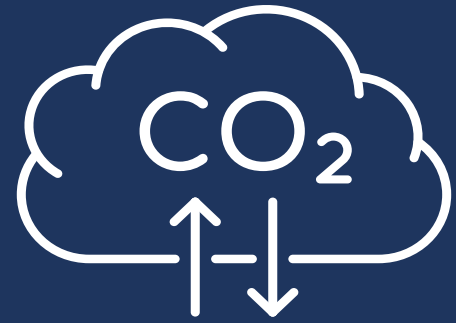
Following the definitions issued by the Greenhouse Gas Protocol – commonly recognized as the global authority on GHG standards – our efforts address each of the three scopes:

- **Scope 1** – Direct emissions from owned or controlled sources.
- **Scope 2** – Indirect emissions from the generation of purchased electricity, steam, heating and cooling consumed by the reporting company.
- **Scope 3** – All other indirect emissions that occur in a company’s value chain.



Dominic Blakemore, Chief Executive Officer of Compass Group PLC, said:

“Compass Group’s new global climate net-zero 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.”



46% reduction

in absolute SBTi Scope 1 and Scope 2 GHG emissions by 2030 from a 2019 base year; classified by the SBTi as following a 1.5°C trajectory

28% reduction

in absolute SBTi Scope 3 GHG emissions from all food and drink purchased by 2030 from a 2019 base year; classified by the SBTi as following a “well below 2°C” trajectory

Groupwide decarbonization

commitments

Carbon neutral worldwide

in global operations by 2030

Climate net-zero by 2050

across global value chain (SBTi Scope 3)

Responsible Sourcing

Being a good neighbor and responsible global citizen means supporting local economies and implementing measures to protect the planet we share. We proudly source:

- Ingredients from local and regional sources as a first choice.
- Proteins from suppliers that promote the humane treatment and welfare of farm animals.
- Dairy produced from cows not treated with artificial growth hormones.
- Poultry raised without antibiotics that are approved for use in humans.
- Seafood that meets the strict sustainability criteria set by the Monterey Bay Seafood Watch.
- Tuna that is caught without using fish aggregating devices (FAD).
- Plant proteins as healthy alternatives to animal proteins.



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:

- Artificial colors, sweeteners and flavors
- High fructose corn syrup
- Partially hydrogenated oils
- Palm oil from unsustainable sources
- Added sugar

The Environmental Protection Agency estimates 30% - 40% of the U.S. food supply is wasted.



1 in 7
Americans struggle to access nutritious meals.

Through partnerships, programs and promotions we'll empower associates, students and families to make a difference.



Locally Grown

We recognize the need to support local farms, as they are integral to our ability to offer more of what PCHS wants: safe, delicious, fresh and locally grown food. As part of our commitment to provide local, sustainably sourced food, we diligently source a large percentage of our foods harvested and produced in California.

Quality Produce

Chartwells meets all USDA and FDA requirements and quality standards for all products we purchase, including locally grown products. In fact, our high standards go above and beyond benchmarks set by other companies. Where possible, Chartwells purchases and features locally grown foods from farmers who practice ecologically responsible methods and strive to reduce our environmental impact.

In Florida, our Duval County Public Schools team recently partnered with a local farmer to plant seeds for 10,000 watermelons, grown specifically for Chartwells and DCPS with organic fertilizer. These watermelons were delivered straight to schools and immediately served on menus every day for more than three weeks. They were so popular that we worked with area farmers to get an additional 5,000 melons to keep up with the demand.



Dedicated Crop Program

Through the Chartwells' Dedicated Crop Program, we work with local farmers who dedicate a portion of their land to growing crops just for Chartwells schools. Local farmers plant the seeds just for us, then harvest, package and deliver fresh, local produce directly to our schools each month. School starts at the perfect time for us, just as these items are harvested in the fall.

Flash Frozen Program

Chartwells' Pioneer Valley Flash Frozen program preserves local foods so they can be enjoyed all year long. By connecting farmers to the students they serve, we allow for a deeper understanding of how our foods come to the table each day.



Local Partners

Part of our enduring commitment to you is a promise to be an active part of the surrounding community, building a healthier future as we continue to develop relationships with local farms throughout your state and region. We value your input in connecting us with even more local partners and know from experience that these collaborative initiatives have a meaningful impact on students and the community as a whole.

Below are a handful of local farms spotlighted from our partnerships in California:

Coastal Organics

Santa Paula

Farming since 1978, Paul and Maryann Carpenter are showcasing organic squash, heirloom tomatoes, root vegetables and greens at the Santa Monica Farmers Market. Their booth is a well-known stop for local chefs who seek out their high-quality produce.

County Line Harvest

Petaluma and Thermal

David Retsky started County Line Harvest in 2000 in Petaluma and expanded to Thermal in 2009 when he was joined by Megan Strom. Certified organic by Marin Organic Certified Agriculture since 2001, they grow baby lettuces, salad and cooking greens, rainbow chard, baby carrots and a variety of beets.

Valdivia Farms

Carlsbad

Active at numerous local farmers markets, this second-generation family farm has been in operation for 30 years. They grow heirloom tomatoes, squash, berries, cucumbers, squash blossoms, watermelons, radishes, snap peas and more.

Weiser Family Farms

Bakersfield

Weiser Family Farms was started in 1977 by Sid and Raquel Weiser and they've since been joined by their children Alex, Dan and Esther. Two generations have been focused on creating a bio-diverse farm that applies sustainable farming practices to growing potatoes, melons, butternut squash, peppers and carrots. In 2015, Alex was awarded the prestigious Tom Haller Award, which is bestowed on those making a significant impact on farming and agriculture in California.





Farm Partnerships

We're proud of our commitment to local produce and the relationships we have with local farms and farmers. Partnering with local farms supports the Los Angeles economy, provides improved fresh product, reduces environmental impact and gives back to the community.

Farm to School



Chartwells is committed to working closely with local farmers from coast to coast 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 year-round. These partnerships not only continue the farm-to-table trend, but also present an opportunity to introduce a wide variety of fresh new foods and flavors to students while benefiting farmers and the entire community.

Last year, Chartwells districts purchased 73% of produce and dairy 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.



National Farm to School Month

Each October, Chartwells joins thousands of schools across the country to celebrate National Farm to School Month. Our schools celebrate in a variety of ways: cooking demonstrations, farmers markets, visits from farmers and a variety of local fruits and vegetables proudly served on menus. Though 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.

Last October, our Discovery Kitchen program featured a “Seed to Table” theme for National Farm to School Month. Students had the opportunity to plant tomato and basil seeds. Chefs and dietitians led cooking demonstrations with these ingredients in the cafeteria and featured them on lunch menus.



Farmers Markets

As part of our Farm to School initiative – and a fan-favorite event from our Discovery Kitchen library – Chartwells sponsors farmers markets in all schools. Not only has this brought an authentic retail experience to students and helped shape the way they select healthy foods outside of school, these innovative programs teach kids about financial transactions, math and nutrition.

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



At Bay District Schools, Chartwells proudly partners with local farmers to create mock farmers markets at schools. Students use play money to purchase fresh fruits and vegetables to take home and share with their families. Each month highlights seasonal produce by featuring a different fruit or vegetable to sample and learn about.

“When the kids try something, especially that they’ve never had before, you can see by their face that they are like ‘wow!’ And that’s what we are trying to achieve. We want the satisfaction of them being happy and trying something new they’ve never had.”

– Deborah DiPietrantonio,
Bay District Chef





School Gardens

We work closely with national nonprofit KidsGardening to help students and teachers plant, grow and enjoy their own food because we understand the benefits it can bring to schools and communities. Research shows that kids who get to experience gardening are more likely to:

- Enjoy greater social and emotional well-being
- Eat and prefer fresh fruits and vegetables
- Feel a responsibility to care for the environment

We offer:

- An extensive garden guide
- Food safety guidance for serving garden produce in the cafeteria
- Assistance with garden grants
- Webinars and teacher resources for leading garden education

We're committed to supporting the cultivation of gardens in every school and serving garden produce in school meals whenever possible.

Tower Gardens

It doesn't get any more local than your classroom. Tower gardens can help you educate, excite and inspire your students.

They provide a hands-on approach to learning in a fun and engaging way. Use your tower gardens to grow a variety of vegetables, herbs and other plants in conjunction with a curriculum based around nutrition and science. Better yet, harvest your bounty, and one of our chefs will incorporate them into an educational event for your students.

Compared to traditional gardening, there's less hassle and cleanup with tower gardens because they don't use soil. Tower gardens have been shown to 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 soil gardening.



Hydroponic Tower Gardens at Menasha Joint School District

Brian Adesso, director of business services at Menasha Joint School District (MJSD), was on a mission to deliver fresh, nutritious food to his students. He found his answer at Fork Farms in the form of compact hydroponic towers. They required very little space and labor and no soil to grow healthy, delicious produce. He worked with Chartwells' assistant director of dining services to safely get the fresh, leafy greens from the tower gardens to students' plates. MJSD has already replaced 30% of what they used to purchase for the high school with greens grown on-site, and sales of salad entrees have doubled since last year. Prior to implementation, a student requested a new apple because the one they received had a leaf on it; now students districtwide are choosing fresh, healthy food grown right on campus.





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.

We celebrate Stop Food Waste Day each April to raise awareness, provide education and ignite change in response to the global food waste epidemic. Students can become “Food Waste Warriors,” pledging how they will do their part to reduce food 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 plastic, reusable ones, and to cut down on food waste, a salad bar is available so students can choose which fruits and vegetables to eat and how much they want.

*Waste Not has successfully reduced waste by as much as **73%**, 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 school – and where available, student volunteers – to coordinate food donations to local nonprofits for community distribution. Our food recovery toolkit includes:

- Standard operating procedures
- Tips for locating a nonprofit agency and key points to discuss
- Training for associates and student volunteers
- Marketing materials to educate students and families

Imperfectly Delicious Produce (IDP) 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 nutritious and delicious foods is a great opportunity to help local farms, our communities and the environment.



Since IDP's inception, over **3 million** pounds of produce have been put to good use in our kitchens.

HEALTHY PLANET

Children are our future. Someday they will be the decision-makers, educators and possibly even policymakers of our world. Teaching them about sustainability will give them the opportunity to take responsibility for their actions, plan for the future and maintain a healthier planet.

Simple measures can make a big difference. It's one fewer piece of plastic in a landfill, an extra lightbulb turned off daily or one more meatless meal eaten. Teaching children that they can make a difference will help to raise a generation of adults who are more aware and environmentally conscious than the generation before them.

With this in mind, we are happy to introduce Discovery Kitchen Healthy Planet. The 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 not only sustainable practices, but also allows students to learn about other values, such as responsibility and caring for others, both animals and people.

Sustainability Education for the Entire School Community

We ensure our foodservice teams have ongoing learning opportunities, and we love to share our knowledge and resources for living a responsible and sustainable life with families and the community. Sustainability tips, facts and helpful websites can be provided to families via Nutrislice, social media, the school's website or during events such as Back to School. We are also available to host a talk for parents that focuses on a specific topic, such as how to reduce food waste at home.



*Click here to
check out our videos
on aquaponics, scrap
gardening and food systems.*

*Alternatively, visit the
following link: [vimeo.com/
showcase/8715512](https://vimeo.com/showcase/8715512)*





Our Commitment

Our sustainability scorecard measures our commitment to serving food that's good for you and good for the planet. We're proud of the progress we've made over the past year to purchase more poultry that is sustainably raised and sourced, while maintaining our high percentage of sustainably sourced seafood and dairy products.

100% rBGH-free milk


99% rBGH-free yogurt

94% reduced-antibiotic chicken

78% reduced-antibiotic turkey

99% sustainable seafood

59% cage-free shell eggs

73% 

Percentage of produce and dairy that Chartwells purchased from local farms in 2021.





Exhibit 1: Model Fixed-Price Contract



Serving Up Happy & Healthy



Exhibit 1: Model Fixed-Price Contract
FOOD SERVICE MANAGEMENT COMPANY

Palisades Charter High School
FOOD SERVICE PROGRAM

Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, CA. 90272

Phone: (310) 230-7238

Fax: (310) 454-6076



Model Fixed-Price Contract

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Palisades Charter High School
RFP # FY23-001

Contract Summary

| | | |
|--|--|--|
| FOOD SERVICES CONTRACT | | CONTRACT NUMBER |
| | | |
| | | REGISTRATION NUMBER |
| | | |
| 1 | This contract is entered into between the school food authority and the food service management company named below: | |
| | SCHOOL FOOD AUTHORITY NAME | |
| | Palisades Charter High School | |
| | FOOD SERVICE MANAGEMENT COMPANY NAME AND FEDERAL TAX IDENTIFICATION NUMBER | |
| | Compass Group USA, Inc., by and through its Chartwells Division 56-1874931 | |
| 2 | The term of this Contract is for one year, commencing on July 1, 2022 | and ending on June 30, 2023 |
| 3 | The maximum dollar amount of this Contract is equal to the fixed price per meal multiplied by the number of meals served | \$ |
| 4 | The parties herein agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Contract. | |
| | Request for Proposal Released | <i>Enter page(s)</i> |
| | Contractor Proposal Received | <i>Enter page(s)</i> |
| | Attached Terms and Conditions | <i>Enter page(s)</i> |
| | Exhibit A: Scope of Work | <i>Enter page(s)</i> |
| | Exhibit B: Schedule of Fees | <i>Enter page(s)</i> |
| | | |
| IN WITNESS WHEREOF, the parties hereto have executed this Contract. | | |
| FOOD SERVICE MANAGEMENT COMPANY | | <i>California Department of Education Use Only</i> |
| NAME of FSMC (if other than an individual, state whether a corporation, partnership, etc.) | | |
| Compass Group USA, Inc., by and through its Chartwells Division | | |
| BY (Authorized Signature) | DATE SIGNED (do not type) | |
|  | 4/13/2022 | |

| | | |
|---|----------------------------------|--------------------------------------|
| PRINTED NAME AND TITLE OF PERSON SIGNING | | |
| Belinda Oakley, CEO, Chartwells K12 | | |
| ADDRESS | | |
| 2400 Yorkmont Road, Charlotte, NC 28217 | | |
| SCHOOL FOOD AUTHORITY | | |
| NAME of SFA | | |
| Palisades Charter High School | | |
| BY (Authorized Signature) ✍ | DATE SIGNED (do not type) | |
| PRINTED NAME AND TITLE OF PERSON SIGNING | | <input type="checkbox"/> Exempt per: |
| | | |
| | | |

Model Fixed-Price Contract

I. Introduction

Palisades Charter High School, hereinafter referred to as the school food authority (SFA), enters into this Contract with _____, hereinafter referred to as the FSMC to provide food service management assistance for the SFA's food service program, hereinafter referred to as "Services." **During the term of this Contract, the FSMC will provide services to the SFA as described in the Scope of Work (Exhibit A) of this Contract.**

II. General Terms and Conditions

A. Term

The term of this contract is one year. The FSMC shall commence providing Services under the Contract on July 1, 2022, and continue through June 30, 2023. After careful consideration, the SFA may annually renew this Contract for four additional one-year periods upon agreement between both parties. Execution of all contracts and amendments is contingent on approval by the California Department of Education (CDE). The SFA may cancel this Contract upon notification from the CDE that it or any part of the bidding process has been determined noncompliant with state and federal laws and regulations (Title 7. Code of Federal Regulations (7 CFR), Section 210.16[d]).

B. Designated Contract Liaisons

| SFA Liaison for Services | | FSMC Liaison for Services | |
|---|--------------------------------------|---------------------------|--------------------|
| Name: Juan Pablo Herrera | | Name: | |
| Title: Chief Business Officer | | Title: | |
| Phone: 310-230-7238 | Cell Phone: 805-794-7406 | Phone: | Cell Phone: |
| Fax: 310-454-6076 | E-mail: jherrera@palihigh.org | Fax: | E-mail: |

Respondents shall serve or deliver by postal mail all legal notices to:

| SFA | FSMC |
|--|-----------------|
| Name: Juan Pablo Herrera | Name: |
| Title: Chief Business Officer | Title: |
| Address: Palisades Charter High School 15777 Bowdoin St. Pacific Palisades, CA. 90272 | Address: |

C. Fees

1. Fixed-price Contracts

The SFA will pay the FSMC at a fixed rate per meal. The fixed rate per meal includes all fees and charges indicated in the Schedule of Fees (Exhibit B) of this Contract. The SFA must determine, and the FSMC shall credit the SFA for, the full value of U.S. Department of Agriculture (USDA) Foods. The FSMC's fixed-price invoice will be fully compliant with procurement requirements for the National School Lunch, School Breakfast, and Special Milk Programs, set forth in 7 *CFR*, parts 210, 215, and 220, and the USDA Food and Nutrition Service (FNS) Final Rule issued Wednesday, October 31, 2007. The FSMC shall take discounts, rebates, and other credits into account when formulating their prices for this fixed-price contract (Title 2, Code of Federal Regulations (2 *CFR*), Section 200.406[a]).

2. Payment Terms

The FSMC shall submit monthly invoices by tenth (10th) of the following month that reflect all activity for the previous calendar month. The FSMC must submit detailed cost documentation monthly to support all charges to the SFA. Charges and expenses are included in the Schedule of Fees (Exhibit B). All costs, charges, and expenses must be mutually agreeable to the SFA and the FSMC, and must be allowable costs consistent with the cost principles in 2 *CFR*, Part 200, as applicable. The SFA will pay invoices submitted by the FSMC within thirty (30) calendar days of the invoice receipt date. The SFA will pay invoices received by its accounting department by the 30th, if the invoices pass the SFA's audit. The SFA will notify the FSMC of invoices that do not pass audit, which the SFA will not pay until the invoices have passed audit, with no penalty accruing to the SFA.

3. Interest, Fines, Penalties, Finance Charges, Income and Expenses

Interest, fines, penalties, finance charges, income and expenses that may accrue under this contract are not allowable expenses to the nonprofit school food service (cafeteria fund) (2 *CFR*, Section 200.441). The SFA is prohibited from paying unallowable expenses from the SFA's cafeteria fund.

4. Spoiled or Unwholesome Food, Food Not Meeting Detailed Food Component Specifications or Contract Requirements.

The SFA shall make no payment to the FSMC for food that, in the SFA's determination, is spoiled or unwholesome at the time of delivery, does not meet detailed food component specifications as developed by the SFA for the meal pattern, or does not otherwise meet the requirements of this Contract (7 *CFR*, Section 210.16[c][3]).

The SFA shall make no payment to the FSMC for meals that, in the SFA's determination, are spoiled or unwholesome at the time of delivery, do not meet detailed food component specifications as developed by the SFA for the meal pattern, or do not otherwise meet the requirements of this Contract (7 CFR, Section 210.16[c][3]).

D. Contract Cost Adjustment

The contract price (which can include General and Administrative Expense and Management Fees) may be increased on an annual basis by the Yearly Percentage Change in the Consumer Price Index for All Urban Consumers, as published by the U.S. Department of Labor, Bureau of Labor Statistics, Food Eaten Away from Home CPI regional index: Los Angeles. The March CPI value will be used as a representation of the change in CPI. Such increases shall be effective on a prospective basis on each anniversary date of this Contract and will be allowed only if approved in advance by the SFA. CPI Fee increases for the upcoming Contract renewal year must be submitted to the SFA. Of note, the CPI fee increases should be applied to individual meal or unit costs.

The renegotiation of price terms under this Contract is permitted only upon the occurrence of unpredictable, unexpected conditions beyond the control of both parties. If those conditions create a significant and material change in the financial assumptions upon which the price terms of this contract were based, then those price terms so affected may be renegotiated by both parties. Renegotiation of price terms under such conditions must be mutual and both parties must agree on any changes in price terms. Any adjustments so negotiated and agreed upon must accurately reflect the change in conditions. The occurrence of contingencies that are foreseeable and predictable, but not certain, should be calculated into the defined price terms, to the extent possible, with the goal of minimizing the need for renegotiation of price terms during the term of the Contract. Substantive changes of the Contract will require the SFA to rebid the Contract.

E. Availability of Funds

Every payment obligation of the SFA under this Contract is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. The SFA may terminate this Contract at the end of the period for which funds are available if funds are not allocated and available for the continuance of this Contract. In the event the SFA exercises this provision, no liability shall accrue to the SFA and the SFA shall not be obligated or liable for any future payments or for any damages resulting from termination under this provision.

F. Timeliness

Time is of the essence in this Contract.

G. Approval

This Contract has no force or effect until it is signed by both parties and is approved by the CDE (7 *CFR*, Section 210.19[a][5]).

H. Amendment

No amendment or variation of the terms of this Contract shall be valid unless made in writing, signed by both parties, and approved by the CDE. Any oral understanding or agreement not incorporated into the Contract in writing and approved by the CDE is not binding on either party (7 *CFR*, Section 210.19[a][5]).

I. Substantive Changes to Contract

Any change to this Contract that results in a material change or any proposed renewals of this Contract may, at the determination of the CDE, either void this Contract or require the SFA to rebid the Contract. Following are examples of substantive changes that could require the SFA to rebid the Contract:

- The addition of a program
- A major shift in responsibilities for FSMC or SFA staff

J. Subcontract/Assignment

No provision of this Contract shall be assigned or subcontracted without prior written approval of the SFA. If subcontracts are let, the FSMC should have taken steps to contract with small and minority businesses, women's business enterprises, and labor surplus area firms when possible.

K. Written Commitments

Any written commitment by the FSMC relative to the services herein shall be binding upon the FSMC. Failure of the FSMC to fulfill any such commitment shall render the FSMC liable for damages due to the SFA. Such written commitments include, but are not limited to:

- Any warranty or representation made by the FSMC in any publication, drawing, or specifications accompanying or referred to in the proposal pertaining to the responsiveness of the proposal
- Any written notifications, affirmations, or representations made by the FSMC in, or during the course of, negotiations that are incorporated into a formal amendment to the proposal

L. Trade Secrets/Copyrights

The FSMC and SFA shall designate any information they consider confidential or proprietary—including recipes, surveys and studies, management guidelines, operational manuals, and similar documents—that the SFA and FSMC regularly use in the operation of their business or that they develop independently during the

course of this Contract. Information so designated and identified shall be treated as confidential by the FSMC and the SFA, and the FSMC and the SFA shall exercise the same level of care in maintaining the confidences of the other party as they would employ in maintaining their own confidences, unless disclosure is otherwise required under the law. All such materials shall remain the exclusive property of the party that developed them and shall be returned to that party immediately upon termination of this Contract. Notwithstanding, the federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use the work for federal purposes (7 CFR, Section 200.315[b]).

M. Severability

Should any provision(s) of this Contract be declared or found to be illegal, unenforceable, ineffective, and/or void, then each party shall be relieved of any obligations arising from such provision(s). The balance of this Contract, if capable of performance, shall remain and continue in full force and effect.

N. Counterparts

This Contract may be executed in counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

O. Silence/Absence/Omission

Any silence, absence, or omission from the Contract specifications concerning any point shall mean that only the best commercial practices are to prevail. Only those materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

P. Indemnification

The FSMC shall indemnify and hold harmless the SFA, or any employee, director, agent, or Board Member of the SFA, from and against all claims, damages, losses, and expenses (including attorney's fees and court costs incurred to defend litigation), and decrees or judgments whatsoever arising from any and all injuries, including death or damages to or destruction of property resulting from the FSMC's acts or omissions, willful misconduct, negligence, or breach of the FSMC's obligations under this Contract by the FSMC, its agents, employees, or other persons under its supervision and direction.

The FSMC shall not be required to indemnify or hold harmless the SFA from any liability or damages arising from the SFA's sole acts or omissions.

Q. Sanctions

If the FSMC fails to perform the contract terms, the following penalties may be imposed:

- FSMC will be required to provide in writing to the SFA how they will ensure future contract compliance
- Continued nonperformance will result in termination of this contract
- FSMC may be prohibited from bidding on future contracts with the SFA

R. Breach of Contract

For the breach of the Contract and associated benefits:

If the FSMC causes the breach, the FSMC assumes liability for any and all damages, including excess cost to the SFA in procuring similar services, and is liable for administrative, contractual, and legal remedies, as applicable.

S. Penalties

Cost resulting from the SFA’s violations, alleged violations of, or failure to comply with federal, state, tribal, local, or foreign laws and regulations are unallowable, except when incurred as a result of compliance with specific provisions of the federal award, or with prior written approval of the federal awarding agency (2 *CFR*, Section 200.441).

T. Force Majeure

1. Neither party shall be liable to the other for delay in, or failure of, performance nor shall any such delay in, or failure of, performance constitute default if such delay or failure is caused by force majeure. Force majeure means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Force majeure may include, but is not restricted to, acts of God, the public enemy, acts of the state in its sovereign capacity, fires, floods, power failure, disabling strikes, epidemics, quarantine restrictions, and freight embargoes.
2. Force majeure does not include any of the following occurrences:
 - Late delivery of equipment or materials caused by congestion at a manufacturer’s plant or elsewhere, or an oversold condition of the market
 - Late performance by a subcontractor, unless the delay arises out of a force majeure occurrence
 - Inability of either the FSMC or any of its subcontractors to acquire or maintain any required insurance, bonds, licenses, or permits

3. If either party is delayed at any time in the progress of work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as practicable and no later than the following work day or the commencement thereof, and shall specify the causes of such delay. Such notice shall be delivered by hand or sent by postal mail with a 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 for completion shall be extended by contract amendment, as long as the amended period does not violate 7 *CFR*, Section 210.16(d).
4. Any delay or failure in performance by either party caused by force majeure shall not constitute default, nor give rise to any claim for damages or loss of anticipated profits.

U. Nondiscrimination

Both the SFA and FSMC agree that no child who participates in the National School Lunch Program (NSLP), School Breakfast Program (SBP) will be discriminated against on the basis of race, color, national origin, age, sex, or disability. State agencies and SFAs 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 (7 *CFR*, parts 15, 15a, and 15b); and FNS Instruction 113-1 (7 *CFR*, Section 210.23[b]).

V. Compliance with the Law

The FSMC shall comply with all laws, ordinances, rules, and regulations of all applicable federal, state, county, and city governments, bureaus, and agencies regarding purchasing, sanitation, health, and safety for the food service operations and shall procure and maintain all necessary licenses and permits. The SFA shall cooperate, as necessary, in the FSMC's compliance efforts.

The FSMC shall comply with all applicable federal regulations in 2 *CFR*, parts 200 and 400 and 7 *CFR*, parts 210 (NSLP), 220 (SBP), 245 (Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools) as applicable, 250 (Donation of Foods for Use in the United States, its Territories and Possessions and Areas Under its Jurisdiction), USDA FNS Instructions and policy, federal laws and regulations, California *Education Code (EC)*, and California laws and regulations, where applicable.

W. Choice of Law

This Contract shall be construed under the laws of the state of California, where applicable, without giving effect to the principles of conflict of laws. Any action or proceeding arising out of this Contract shall be heard in the appropriate courts in California.

X. Advice of Counsel

Each party acknowledges that, in executing this Contract, such party has had the opportunity to seek the advice of independent legal counsel and has read and understood all of the terms and provisions of this Contract.

Y. Relationship of the Parties

- A. The FSMC's relationship with the SFA will be that of an independent contractor and not that of an employee of or supervisor for the SFA. The FSMC will not be eligible for any employee benefits, nor will the SFA make deductions from payments made to the FSMC for taxes, all of which will be the FSMC's responsibility. The FSMC agrees to indemnify and hold the SFA harmless from any liability for, or assessment of, any such taxes imposed on the SFA by relevant taxing authorities. The FSMC will have no authority to enter into contracts that bind the SFA or create obligations on the part of the SFA.
- B. When the SFA is a public school district or program operated by the county Office of Education, the FSMC, as an independent contractor, shall have no authority to supervise food service classified personnel operating the NSLP, SBP, or Afterschool Meal Supplements (AMS) under the NSLP (*EC* Section 45103.5).

- C. All services to be performed by the FSMC will be as agreed between the FSMC and the SFA. The FSMC will be required to report to the SFA concerning the services performed under this Contract. The SFA shall determine the nature and frequency of these reports.
- D. The SFA is the responsible authority, without recourse to USDA or CDE, 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.

IV. Food Service Program

A. Food Service Management Company Responsibilities

1. The FSMC will not directly or indirectly restrict the sale or marketing of fluid milk at any time or in any place on school premises or at any school-sponsored event (7 *CFR*, Section 210.21[e]).
2. 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 (7 *CFR*, Section 210.16[c][2]).

B. School Food Authority Responsibilities

1. The SFA shall ensure that the food service operation is in conformance with the SFA's Permanent Single Agreement with the CDE and will monitor the food service operation through periodic on-site visits (7 *CFR*, sections 210.16[a][2] and 210.16[a][3]).
2. The SFA retains control of the quality, extent, and the general nature of its food service; the prices children are charged for meals (7 *CFR*, Section 210.16[a][4]), and a la carte prices. The SFA may not contract with the FSMC to provide only nonprogram food (e.g., a la carte and adult meals) unless the FSMC offers free, reduced-price, and paid reimbursable lunches to all eligible children (7 *CFR*, Section 210.16[a]).
3. SFAs 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, the 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 CDE under 7 *CFR*, Section 210.7(c) 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*, Section 210.8[a][1]).

4. The SFA shall retain responsibility for developing the meal pattern for students with disabilities, when their disability restricts their diet, and for those students without disabilities who are unable to consume the regular lunch because of medical or other special dietary needs (7 *CFR*, Section 210.10[m]).
5. The SFA shall retain signature authority for the food services application, agreements, Free and Reduced-Price Policy Statement, monthly Claim for Reimbursement, reports, program renewal, the verification of applications, letters to households, and all correspondence to the CDE relating to the food service program (7 *CFR*, Section 210.16[a][5]).
6. The SFA shall retain signature authority and be responsible for all contractual agreements entered into in connection with the food service program (7 *CFR*, Section 210.21).
7. The SFA shall be responsible for the establishment and maintenance of the free and reduced-price meals eligibility roster (*EC* Section 49558).
8. The SFA shall be responsible for the development, distribution, and collection of the letter to households and Application for Free and Reduced-Price Meals and/or Free Milk (7 *CFR*, Section 245.6).
9. If the SFA uses direct certification of eligibility, the SFA shall be responsible for obtaining the direct certification list at least three times annually.
10. The SFA shall be responsible for the determination of eligibility for free and reduced-price meals and shall disclose the eligibility status of individual students or confidential information provided on the application for free or reduced-price meals to the FSMC, to the extent that such information is necessary for the FSMC to fulfill its obligations under this Contract. The FSMC will not disclose the eligibility status of individual students or confidential information provided (*EC* Section 49558).
11. The SFA shall be responsible for conducting any hearings related to determinations regarding free and reduced-price meal eligibility (7 *CFR*, Section 245.7).
12. The SFA shall be responsible for verifying applications for free and reduced-price meals as required by federal regulations (7 *CFR*, sections 245.6 and 245.6[a]).

13. The SFA shall establish and maintain an advisory board composed of parents, teachers, and students to assist with menu planning (7 *CFR*, Section 210.16[a][8]).
14. The SFA shall maintain applicable health certification and ensure that all state and local regulations are being met. Meals are prepared by the FSMC on-site at an SFA facility (7 *CFR*, Section 210.16[a][7]).

V. Buy American Requirements

A. Food Service Management Company Responsibilities

1. The FSMC must submit statements for all processed agricultural products to the SFA at the time of delivery for each processed agricultural product certifying that the food product was processed 100 percent domestically and that the percentage of domestic content in the food component of the processed food product is over 51 percent, by weight or volume (USDA Policy Memo SP 38-2017).
2. The FSMC must notify the SFA in writing at least 10 days **prior** to delivering a nondomestic agricultural commodity or product and request prior approval for delivery of a nondomestic agricultural commodity or product. This written notification must list alternative domestic substitutes for the SFA to consider and provide an explanation for the following:
 - a) Why the domestic product is not produced or manufactured in sufficient and reasonably available quantities of a satisfactory quality; and/or
 - b) Why competitive bids reveal the cost of the domestic product is significantly higher 10% than the nondomestic product
3. The FSMC will provide certification of domestic origin for products which do not have country of origin labels.

B. School Food Authority Responsibilities

1. The SFA shall maintain documentation outlining the justification for supporting their use of an exception to the Buy American Provision requirement **prior** to accepting nondomestic agricultural commodities or products. This documentation will be kept on file for the term of the contract plus any extensions and three additional school years thereafter. This will be made available during an on site administrative review and an off site procurement review.

2. The SFA shall monitor the contract to ensure that the correct domestic food components contracted for are delivered as required by 2 *CFR*, Section 200.318(b) unless the FSMC has received prior approval from the SFA for nondomestic agricultural commodity or product.
3. The SFA must ensure FSMC compliance with the Buy American Provision in accordance with their procurement procedures. These procedures, at a minimum, must include the requirement to include Buy American Provision language in solicitations and contracts as well as the process for requiring FSMCs to certify the domestic percentage of the agricultural food component of products.

VI. U.S. Department of Agriculture Foods

C. Food Service Management Company Responsibilities

1. The FSMC shall fully use, to the maximum extent possible, donated foods made available by the SFA solely for the purpose of providing benefits for the SFA's nonprofit school food program (7 *CFR*, Section 210.16[a][6]).
2. In accordance with 7 *CFR*, Section 250.53, the FSMC shall comply with the following provisions relating to the use of donated foods, as applicable:
 - a) The FSMC must credit the SFA for the value of all donated foods (including both entitlement and bonus foods) received for use in the SFA's meal service in the school year or fiscal year. The credit must include the value of donated foods contained in processed end products if the FSMC procures processed end products on behalf of the SFA, or acts as an intermediary in passing on the donated foods value of processed end products to the SFA (7 *CFR*, Section 250.51[a]).
 - b) The FSMC shall account for the full value of donated foods (7 *CFR*, Section 250.51) by:
 - i) Subtracting the value of all donated foods received for use in the SFA's food service from the SFA's monthly invoice, and
 - ii) Using the Average Price File for the school year in which the donated foods are received by the SFA. This listing is available from the USDA Food Distribution web page at <http://www.fns.usda.gov/fdd/processor-pricing-reports>.

3. The FSMC will be responsible for any activities relating to donated foods in accordance with 7 *CFR*, Section 250.50(d), as applicable, and will ensure that such activities are performed in accordance with the applicable requirements in 7 *CFR*, Part 250.
4. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to donated foods.
5. The FSMC must use all donated beef, pork, and all processed end products, in the recipient agency's food service, and must use all other donated foods, or commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the donated foods, in the recipient agency's food service (unless the contract specifically stipulates that the donated food, and not such commercial substitutes, be used) (7 *CFR*, Section 250.51[d]).
6. The FSMC shall ensure that the processing agreement's value will be used in crediting the SFA for the value of donated foods contained in end products (7 *CFR*, Section 250.53[a][7]).
7. The method and frequency of crediting donated foods will be in accordance with 7 *CFR*, Section 250.51(b). The FSMC must ensure that it follows the negotiated method and frequency of crediting agreed upon by the parties.
8. The FSMC will provide assurance that it will not itself enter into the processing agreement with the processor required in subpart C of 7 *CFR*, Part 250 (7 *CFR*, Section 250.53[a][8]).
9. The FSMC will provide assurance that it will comply with the storage and inventory requirements for donated foods (7 *CFR*, Section 250.53[a][9]).
10. The FSMC will maintain records to document its compliance with requirements relating to donated foods, in accordance with 7 *CFR*, Section 250.54(b).

D. School Food Authority Responsibilities

1. The SFA shall retain title to all donated foods and ensure that all donated foods received by the SFA and made available to the FSMC accrue only for the benefit of the SFA's nonprofit school food service and are fully used therein (7 *CFR*, Section 210.16[a][6]).
2. The SFA shall accept and use, in as large quantities as may be efficiently used in its nonprofit food service program, such foods as may be offered as a donation by USDA (7 *CFR*, Section 210.9[b][15]).

3. The SFA will maintain records to document its compliance with requirements relating to donated foods and conduct reconciliation (at least annually and upon termination of the Contract) to ensure that the FSMC has credited the value of all donated foods in accordance with 7 *CFR*, sections 250.54(a) and (c).
4. The SFA will not extend or renew any Contract if the FSMC did not fulfill all Contract provisions relating to donated foods (7 *CFR*, Section 250.53[a][12]).

VII. Meal Responsibilities

A. The FSMC shall:

1. Serve meals on such days and at such times as requested by the SFA.
2. Offer free, reduced-price, and paid reimbursable meals to all eligible children through the SFA's food service program.
3. Provide meals through the SFA's food service program that meet the requirements as established in 7 *CFR*, parts 210 and 220, as applicable.

VIII. Food Service Management Company Employees

- A.** The FSMC shall only place employees for work at the SFA that meet the minimum professional standards outlined in 7 *CFR*, Section 210.30 which can be viewed at the following web page: [School Nutrition Program Professional Standards](#).

The SFA shall ensure that all employees the FSMC proposes for placement meet the minimum professional standards. The FSMC shall ensure their employees take the required annual training as outlined in the professional standards. The FSMC shall track the trainings completed by each employee and maintain documentation to validate that training was completed. The FSMC shall remove from the SFA premises any employee who fails to take the required training.

The FSMC shall provide the SFA with a list of employees and evidence that they meet the professional standards.

- B.** The SFA reserves the right to interview and approve the on-site food service consultant(s)/employee(s).
- C.** The FSMC shall provide the SFA with a schedule of employees, positions, assigned locations, salaries, and work hours. The FSMC will provide specific locations and assignments to the SFA four (4) calendar weeks prior to the commencement of operation.
- D.** The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC will be responsible for supervising and training their personnel.

- E. The FSMC agrees to assume full responsibility for the payment of all contributions and assessments, both state and federal, for all of its employees engaged in the performance of this Contract.
- F. The FSMC agrees to furnish the SFA, upon request, a certificate or other evidence of compliance with state and federal laws regarding contributions, taxes, and assessments on payroll.
- G. The FSMC will be solely responsible for all personnel actions regarding employees on its respective payroll. The FSMC shall withhold and/or pay all applicable federal, state, and local employment taxes and payroll insurance with respect to its employees, insurance premiums, contributions to benefit and deferred compensation plans, licensing fees, and workers' compensation costs, and shall file all required documents and forms. The FSMC shall indemnify, defend, and hold the SFA harmless from and against any and all claims, liabilities, and expenses related to, or arising out of, the indemnifying party's responsibilities set forth herein.
- H. The FSMC shall provide the SFA with a completed Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and/or Credential Verification of employee(s) who will be working on-site.

IX. Books and Records

- A. The SFA and the FSMC must provide all documents as necessary for an independent auditor to conduct the SFA's single audit. The FSMC shall maintain such records as the SFA will need to support its Claims for Reimbursement. Such records shall be made available to the SFA upon request and shall be retained in accordance with 7 *CFR*, Section 210.16(c)(1).
- B. The SFA and the FSMC shall, upon request, make all accounts and records pertaining to the nonprofit food service program available to the CDE, USDA FNS and Office of Inspector General of the United States for audit or review at a reasonable time and place. Each party to this Contract shall retain such records for a period of three (3) years after the date of the final Claim for Reimbursement for the fiscal year in which this Contract is terminated, unless any audit findings have not been resolved. If audit findings have not been resolved, then records shall be retained beyond the three-year period as long as required for resolution of issues raised by the audit (7 *CFR*, Section 210.9[b][17]).
- C. The FSMC shall not remove state or federally required records from the SFA premises upon contract termination.

- D. The USDA, Inspector General, the Comptroller of the United States, and the CDE, or any of their duly authorized representatives must have the right of access to any documents, papers, or other records of the FSMC and the SFA which are pertinent to the federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the FSMC and SFA's personnel for the purpose of interview and discussion related to such documents (2 *CFR*, Section 200.336[a]).
- E. The distributing agency/CDE, recipient agency/SFA, the Comptroller General, the USDA, or their duly authorized representatives, may perform on-site reviews of the FSMC's food service operation, including the review of records, to ensure compliance with requirements for management and use of donated foods (7 *CFR*, Section 250.53[a][10]).

X. Monitoring and Compliance

- A. The FSMC shall monitor the food service operation of the SFA through periodic on-site visits in order to develop recommendations for improvement of the food service program.
- B. The FSMC warrants and certifies that in the performance of this Contract it will comply with all applicable statutes, rules, regulations, and orders of the United States and the state of California.
- C. The SFA shall establish internal controls that ensure the accuracy of lunch counts prior to the submission of the monthly Claim for Reimbursement in accordance with 7 *CFR*, Section 210.8(a). At a minimum, these internal controls shall include all of the following:
 - An on-site review of the lunch counting and claiming system employed by each school within the jurisdiction of the SFA (7 *CFR*, Section 210.8[a][1])
 - Comparisons of daily free, reduced-price, and paid lunch counts against data that will assist with the identification of lunch counts in excess of the number of free, reduced-price, and paid lunches served each day to children eligible for such lunches
 - A system for following up on lunch counts that suggest the likelihood of lunch counting problems

XI. Equipment, Facilities, Inventory, and Storage

- A.** The SFA will make available to the FSMC, without any cost or charge, area(s) of the premises agreeable to both parties in which the FSMC shall render its services. The SFA shall provide the FSMC with local telephone service. The SFA shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA's premises.
- B.** The FSMC shall notify the SFA of any equipment belonging to the FSMC on the SFA's premises within 10 days of its placement on the SFA's premises.
- C.** The SFA shall have access, with or without notice, to all of the SFA's facilities used by the FSMC for purposes of inspection and audit.
- D.** Ownership of the beginning inventory of food and supplies shall remain with the SFA.
- E.** Ownership of all nonexpendable supplies and capital equipment shall remain with the SFA. However, the FSMC must take such measures as may be reasonably required by the SFA for protection against loss, pilferage, and/or destruction.

XII. Certifications

- A.** The FSMC warrants and certifies that in the performance of this Contract, it will comply with the rules and regulations of the CDE and the USDA, and any additions or amendments thereto, including but not limited to 2 *CFR*, parts 200 and 400, and 7 *CFR*, parts 210, 215, 220, 245, 250, and USDA FNS Instruction and policy, as applicable. The FSMC agrees to indemnify the SFA and the CDE against any loss, cost, damage, or liability by reason of the FSMC's violation of this provision.
- B.** The FSMC shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; and any additions or amendments to any of these regulations, and statutes.
- C.** The SFA and FSMC shall comply with all applicable standards, orders, or regulations issued.

For contracts in excess of \$150,000, the SFA and FSMC shall comply with the Clean Air Act (42 U.S.C. sections 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. Section 1251) as amended (Appendix II to

2 *CFR*, Part 200).

D. Debarment and Suspension

The parties shall not enter into contracts with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement programs (Executive Orders 12549 and 12689 and 2 *CFR*, Part 200, Appendix II).

E. Lobbying

The Certification Regarding Lobbying and a Disclosure of Lobbying Activities form (2 *CFR*, Section 418) must accompany each subsequent four (4) additional one-year renewals. Contract renewals that do not include this certification will not be accepted for consideration (Appendix II to 2 *CFR* Part 200 Section [I]: Byrd Anti-Lobbying [31 U.S.C 1352]).

XIII. Insurance

The parties shall maintain the following insurances:

A. Workers' Compensation Insurance

Each party shall maintain Workers' Compensation Insurance coverage as required by state law, and Employers' Liability in the amount of one million dollars (\$1,000,000.00) for each accident covering all employees employed in connection with child nutrition program operations.

B. Comprehensive or Commercial Insurance

The FSMC shall maintain during the term of this Contract, for protection of the SFA and the FSMC, Comprehensive or Commercial General Bodily Injury and Property Damage Liability Insurance with a Combined Single Limit of not less than five million dollars (\$5,000,000.00) for each occurrence, including, but not limited to, Personal Injury Liability, Broad Form Property Damage Liability on the FSMC-owned property, Blanket Contractual Liability, and Products Liability, covering only the operations and activities of the FSMC under the Contract and, upon request, shall provide the SFA with a certificate evidencing such policies. The insurance policies shall contain covenants by the issuing company that the policies shall not be canceled without 30 days prior written notice of cancellation to the SFA. With the exception of Workers' Compensation Insurance, the SFA shall be named as an additional insured under the FSMC's policies of insurance to the extent the SFA is indemnified pursuant to this Contract.

C. Property Insurance

The SFA shall maintain, or cause to be maintained, a system of coverage either through purchased insurance, self-insurance, or a combination thereof to keep the buildings, including the premises, and all property contained therein insured against loss or damage by fire, explosion, or other cause normally covered by standard broad form property insurance.

XIV. Termination

Either party may cancel for cause with a 60-day notification if either party breaches a provision of this Contract (7 *CFR*, sections 210.16[d] and 250.12[f][9]). The nonbreaching party shall give the other party notice of such cause. If the cause is not remedied within 10 days, the nonbreaching party shall give a 60-day notice to the breaching party of their intent to terminate this Contract upon expiration of the 60-day period. This Contract may be terminated, in whole or in part, for convenience by the SFA with the consent of the FSMC, in which case the two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated (2 *CFR*, Section 200.339[a][3]). The Contract may also be terminated, in whole or in part, by the FSMC upon written notification to the SFA, setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, in the case of a partial termination, if the SFA determines that the remaining portion of the Contract will not accomplish the purposes for which the Contract was made, the SFA may terminate the Contract in its entirety (2 *CFR*, Section 200.339[a][4]). The rights of termination referred to in this Contract are not intended to be exclusive and are in addition to any other rights or remedies available to either party at law or in equity.

Scope of Work

1. Overview of Palisades Charter High School Food Service Program

- A. **Scale.** Palisades Charter High School has one (1) site and serves approximately 3,000 students. The SFA employs one (1) person who provides food service support to approximately 3,000 children at one (1) school, with two (2) feeding sites. The dedicated cafeteria employee is expected to work with the FMSC personnel to serve all students. The food service prepares approximately 147,000 meals annually.
- B. **Financial Goals.** The SFA expects the FSMC to maintain all food costs and meal ordering, while keeping waste to a minimum. The SFA values high quality products and meals prepared from scratch, yet acknowledges there must be minimal waste and cost-effectiveness.
- C. **Management Goals.** The SFA expects the FSMC to manage the overall meal program and provide support to the SFA. All required paperwork should be maintained on site and readily available. Records should be organized by month and contain daily production records, temperature logs, menus and all CN labels and recipes. All staff should be properly trained and meet all training requirements. The FSCM shall submit documentation prior to the first day of service that all staff have met training requirements. The FSCM would also help in improving nutritional awareness and offering strategies to increase participation.
- D. **Food Service Office and Staff.** The food service office is located at 15777 Bowdoin St. Pacific Palisades, CA. 90272. The number of food service staff is one (1).
- E. **National School Lunch Program and School Breakfast Program.**

Participation:

| PROGRAM | GRADES | MAX ENROLLMENT* | AVERAGE DAILY PARTICIPATION | FULL PAY* | FREE* | REDUCED* |
|-------------------------------------|---------------|------------------------|------------------------------------|------------------|--------------|-----------------|
| National School Lunch (NSLP) | 9-12 | 3,000 | 449 | 2199 | 570 | 183 |

| | | | | | | |
|---|------|-------|-----|------|-----|-----|
| School Breakfast Program (SBP) | 9-12 | 3,000 | 400 | 2199 | 570 | 183 |
|---|------|-------|-----|------|-----|-----|

2. Description of FSMC Responsibilities

General: Under the direction of the SFA's Food Service Director/Chief Business Officer, the FSMC selected pursuant to this RFP will provide the following: overall effective and efficient management of the food service procurement, preparation, distribution and tracking. This will fulfill the responsibilities described, in section one (1) above. In addition, the FSMC will employ qualified professionals to purchase, prepare and serve meals. This includes meal ordering, counting, distribution and nutrition outreach.

Responsibilities of the FSMC shall include:

A. Purchasing of Supplies for the Food Service Program

Recommend (or be responsible for) purchasing standards and specifications that will result in the best quality of products and services at the lowest price for the food service program.

All transactions shall be conducted in a manner so as to provide maximum open and free competition as provided by statute and regulation.

The grade, purchase unit, style, weight, ingredients, formulation, etc., shall be in compliance with applicable statutes and regulations.

Purchase food and/or supplies (if applicable); if authorized by the SFA, the FSMC shall purchase food used by the food service operation and the purchasing of food shall not displace SFA staff or delegate responsibilities of the SFA to the FSMC.

Recommend new or improved procedures for the requisition, receipt, and verification of all supplies used by the food service operation

B. Contracting With Small, and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms

The FSMC shall comply with 2 *CFR*, Section 200.321 (as applicable).

C. Buy American

The SFA participates in meal programs that require the use of nonprofit school food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A 'domestic commodity or product' is defined as one that is either produced in the U.S. or is processed in the U. S. substantially (51 percent or more by weight or volume) using agricultural commodities that are produced in the U. S. as provided in 7 *CFR*, sections 210.21(d) and 220.16(d). The FSMC must:

1. **Submit certification statements for all processed agricultural products.** The FSMC must provide written documentation to the SFA at the time of delivery for each processed agricultural product certifying that the food product was processed 100 percent domestically and that the percentage of domestic content in the food component of the processed food product is over 51 percent, by weight or volume.

OR:

2. **Request SFA approval prior to delivering a nondomestic agricultural commodity or product.** If the FSMC cannot comply with #1 above, the FSMC must notify the SFA in writing 10 days prior to delivering a nondomestic agricultural commodity or product. This written notification must include the following:
 - a) Whether the request to deliver a nondomestic food is because the product is not produced or manufactured domestically in sufficient and reasonably available quantities of a satisfactory quality, or competitive bids reveal the costs of a domestic product are significantly higher than the nondomestic product
 - b) The pricing of both domestic and nondomestic products and/or availability data to justify the use of one of the two allowable exceptions
 - c) A list of alternative domestic substitutes for the SFA to consider for delivery instead of the nondomestic agricultural product

D. Facility or Site Operations

The FSMC shall recommend:

- Safety programs for employees
- Sanitation standards for housekeeping, preparation, storage, and equipment
- Adjustments to practices and operation of equipment as required
- A Food Safety Plan and participate in the development, implementation, and maintenance of said plan
- Methods to increase participation at all levels of the SFA's food service programs, improve food quality, and upgrade equipment and facilities
- Hours and number of positions at each site to meet food service operational needs

E. Menus

Adhere to the 21-day cycle menu for the first 21 days of meal service; thereafter, the FSMC may only make changes with the SFA's approval (7 *CFR*, sections 210.10, 210.16[b][1] and 220.8, if applicable).

Provide recommendations for menu development that will result in the best quality of products and services at the lowest price for the food service program and support the School Breakfast Program and National School Lunch Program.

Seek student and parent input on successful menu variation and planning.

Provide, upon request by the SFA, recommended menus to assure compliance with all applicable statutes and regulations; include menu recommendations to meet the needs of students with special dietary needs or disabilities.

F. Quality Control

Recommend or establish a formal structure to routinely and continuously gather input from students, staff, and parents about food services.

Recommend or establish a structure or process to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.

G. Staff

Recommend management staff and structure that will enhance the SFA's food service programs and ensure that the SFA's food service programs are of consistent top quality and held in positive regard by students, staff, and the public.

Recommend or establish and conduct management and staff training programs that will ensure staff development, proper supervision, professional and health certifications, and consistent quality control both in production and service.

Recommend adequate staffing levels to support the needs of the SFA.

H. Records

Maintain full and complete financial and inventory records sufficient to meet federal and state requirements and that are in accordance with generally accepted accounting procedures.

Maintain employment records that show FSMC staff have all professional and health certifications as required by federal or state law and the SFA.

I. Education

Recommend actions or events to promote the nutrition education aspects of the food service program, and recommend or cooperate with efforts to merge these actions or events with classroom instruction; the FSMC will work in partnership with the SFA to educate students, parents, teachers, and the community about efforts to promote better nutrition and health.

Coordinate meeting times with the Food Service Director, other SFA staff, and parents or students to discuss ideas to improve the food service program; arrange meetings between an acceptable management representative of the FSMC and the Food Service Director, other SFA staff, and the school board, upon request.

J. Reports

Collect and provide, in the required format, information necessary for school food service claims for reimbursement from state and federal agencies and maintain records of past information; at the end of each month the number of meals to be claimed will be submitted to the SFA contact by the FSMC consultant/representative on or before the **7th** of each month (*7 CFR, 210.16[c][1]*).

Provide the SFA with monthly operating statements and other information determined by the SFA regarding the food service programs.

3. Specific FSMC Tasks

- Develop menus and menu production records for SFA approval.
- Market the food service programs in alignment with USDA and CDE regulations and requirements.
- Prepare claims for SFA approval and submission.
- Food and order management
- Provide FSMC staff with program guidance and training.
- Provide catering services for campus events, meetings and workshops/seminars, as needed. These events are not claimed meals and are strictly paid from general funds.

EXHIBIT B
Schedule of Fees

The costs included in the Cost per Meal table comprise the fixed price per meal. The fees are agreed upon by both parties and represent allowable food service costs in accordance with 2 CFR, Part 200.

All costs are based on an average daily participation of **805** students in the district and **175** school days.

Cost per Meal

Note: Prices must **not** include values for donated foods, and must include all meal programs.

| LINE ITEM | EST. UNITS* | RATE | TOTAL |
|---|-------------|-------|---------------|
| Breakfast | 69,000 | 2.175 | \$ 150,075.00 |
| Lunch | 78,000 | 4.35 | \$ 339,300.00 |
| Snacks | 0 | \$ | \$ - |
| Nonreimbursable Meals (a la Carte) | 1,750 | 4.35 | \$ 7,612.50 |
| TOTAL | 148,750 | \$ | \$ 496,987.50 |

*Estimated Units provided by SFA



Addenda



Palisades Charter High School, California
Addendum to Exhibit 1 – Model Fixed-Price Contract

Compass Group USA, Inc. by and through its Chartwells Division (“Chartwells” or “FSMC”) provides, as set forth below, this Addendum to the Model Fixed-Price Contract.

Chartwells is amenable to further discussion and negotiation regarding the revisions set forth in this Addendum in order to reach mutually agreeable terms and conditions.

Model Fixed-Price Contract

1. **Page 42, Section II(D)**. The first paragraph 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 – CIU201000000000A; (2) Consumer Price Index- Food Away From Home for the preceding year; or (3) three percent (3%).”

2. **Page 44, Section II(P)**. This Section is deleted in its 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.”

3. **Page 58, Section XIII**. This Section is revised as follows:

- a.) Section XIII(A) is revised to add “/each employee/policy limit” after accident.
- b.) Section XIII(B) is deleted in its entirety and replaced with the following:

“The FSMC shall maintain during the term of this Contract, for protection of the FSMC, Comprehensive or Commercial General for Bodily Injury and Property Damage Liability Insurance with a Combined Single Limit of not less than five million dollars (\$5,000,000.00) for each occurrence and in the aggregate, including, but not limited to, Personal Injury Liability, Broad Form Property Damage Liability or equivalent in current ISO policy form, Blanket Contractual Liability, and Products/Completed Operations Liability, covering the operations and activities of the FSMC under the Contract and, upon request, shall provide the SFA with a certificate of insurance evidencing such policies. All limits can be met through a combination of primary and excess/umbrella liability policies. The insurance policies required herein shall contain covenants by the issuing company that the insurers shall endeavor to provide 30 days prior written notice of cancellation to the SFA. With the exception of Workers’ Compensation Insurance, the SFA shall be included as an additional insured under the FSMC’s liability policies of insurance required herein to the extent the SFA is indemnified pursuant to the insurable portions of this Contract.”

4. **Page 59, Section XIV**. This Section is revised to delete the following:

“This Contract may be terminated, in whole or in part, for convenience by the SFA with the consent of the FSMC, in which case the two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated (2 *CFR*, Section 200.339[a][3]).”

and replace it with the following:

“Either party may terminate this Contract at any time upon 60-days’ written notice (7 CFR, Section 210.16[d]).”

In the event of a conflict between the terms of the Agreement and the terms of this Addendum, the terms of this Addendum shall control.”

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be signed by their duly authorized officers as of the day and year first above written.

Palisades Charter High School

**Compass Group USA, Inc., by and
through its Chartwells Division**

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



chartwells
serving up happy & healthy