

REQUEST FOR PROPOSALS

FOOD OPERATIONS AND MANAGEMENT SERVICES

The Rochester School Department is accepting proposals for a **FOOD OPERATIONS MANAGEMENT AND SERVICES CONTRACT until 12:00 Noon, on April 7, 2021**. At that time proposals will be opened publicly in the Superintendent's Office located at 150 Wakefield Street, Suite 8, Rochester, NH 03867.

There will be a ***mandatory*** pre-proposal conference to be held on Wednesday, March 3, 2021, at 9:30 a.m. at 150 Wakefield Street - Suite 8, Rochester, NH 03867. Notification of attendance should be made to the Business Office by February 26th.

Proposals should be sent to:

**Rochester School Department
150 Wakefield Street, Suite 8
Rochester, NH 03867
Attention: Kyle Repucci, Superintendent of Schools**

All proposals submitted after the above time will be rejected. Bids must be sealed and **clearly marked** with the name of the bidder and:

Bid For: **FOOD OPERATIONS & MANAGEMENT SERVICES BID.**
Due Date: **Wednesday, April 7, 2021 12:00 noon**

Questions may be directed to, Linda Bartlett, Business Administrator (bartlett.l@sau54.org) or Kyle Repucci, Superintendent (repucci.k@sau54.org) or at (603) 332-3678.

Specifications with the required Proposal Form may be obtained at no cost from the Superintendent of Schools Office or on the District website at: www.rochesterschools.com/SAU/bids/bids.html

The Rochester School Department reserves the right to waive any informality, reject any or all proposals, and make award in any manner that is most beneficial to the Rochester School Department.

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SECTION I: INSTRUCTIONS

PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The purpose of this request is to provide for the operation of the Rochester School Department's Food Service Program. The Food Service Management Company (FSMC) will assume responsibility for the efficient management and consulting service of all food program functions including purchasing, receiving, storing, preparation, setting up cafeteria lines, counter service, cleanup, sanitation, training, hiring and supervising personnel, and presenting food in a way to create optimum student participation and any other function necessary to operate the food service program. The program will include the use of federally donated commodities, to the extent that such commodities are available.

The organization or individual responding to this request will be referred to hereinafter as the FSMC and the contract will be between the FSMC and Rochester School Department.

ADMINISTRATIVE GUIDANCE

The information provided herein is designed to provide interested FSMCs with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data there from. FSMCs are at liberty and are encouraged to expand upon the specifications to evidence service capability under any agreement.

ISSUING OFFICE

The Rochester School Department is the issuing office for this document and all subsequent addenda relating to it.

RESPONSE DATE

Two (2) copies of your proposal must be received at the Rochester School Department 150 Wakefield Street, Suite 8, Rochester, NH 03867, prior to 12:00 Noon, on Wednesday, April 7, 2021. Proposals submitted after the above time will be rejected.

TERM OF CONTRACT

The contract will be for a period of one year, beginning July 1, 2021 – June 30, 2022. The Rochester School Department reserves the unconditional right to renew the contract for four (4) additional one-year periods, each year separately. The Rochester School Department may terminate the contract by giving a sixty (60) days written notice.

The contract cannot be assigned, sublet, sold, transferred, or otherwise disposed of by either party without the written consent of the other.

CONSIDERATION OF PROPOSALS

The Rochester School Department may award a contract based upon the proposals received without discussion of such proposals. Accordingly, each proposal should be submitted with the most favorable price and service standpoint. The Rochester School Board reserves the right to reject any or all proposals received, to waive any informalities in proposals and to make award in any manner that is most beneficial to the Rochester School Department.

BASIC FSMC REQUIREMENTS

The intent of this request for proposals is to provide management and consulting services for the Food Service Program of the Rochester School Department and to cooperatively plan and implement such services. The following conditions must be met at a minimum and addressed in proposals:

1. The FSMC must be of sufficient size and expertise to furnish the resources needed to aid the Rochester School Department in managing and directing a large food services operation. The qualification data shall be submitted by each contractor and included in the sealed proposal.
 - A. The FSMC must be licensed, or otherwise approved, to do business in the state of New Hampshire.
 - B. The FSMC must have been doing business for five consecutive years or more with school districts in New England.
 - C. The FSMC must presently be operating a minimum of five successful school lunch programs of comparable size and scope.
 - D. The FSMC must be able to provide a performance bond for the amount of the total budgeted expenses of the food service program, should it be awarded a contract. A surety letter from an acceptable bonding or surety company indicating ability to obtain the bond must be included with the sealed proposal.
 - E. Each company shall include financial statements from three operating units that most closely match the characteristics of the district.
 - F. Annual reports of financial statements certified by a licensed public accountant for the past three consecutive years must be included with the sealed proposal.
2. The FSMC must have extensive involvement and experience in the school food services field in the areas of: designing facilities, selecting and procuring food service equipment, nutrition, menu planning, on-site production, quality control, employee supervision, staff management training, employee motivation, marketing, and public relations. The development of model programs in these areas will be advantageous.
3. The FSMC shall provide any training that may be necessary to enable the Rochester School Department's Food Service managerial and supervisory staff to direct the Rochester School Department's Food Service Program and to implement the cooperatively agreed upon upgrades. Such training shall be completed no later than two weeks prior to the beginning of the school year.

4. The current Food Service personnel will remain employees of the Rochester School District, unless changed as part of the negotiations process. Any FSMC will need to provide supervision, evaluation, and support for these employees.
5. The Rochester School Department's Food Service Program must operate without a subsidy from Rochester School Department funds. Funds to pay for consulting and management services and upgrade costs must come from economies and increased meal participation.
6. All proposals shall be valid and may not be withdrawn for sixty (60) days after submission.

SECTION II: BACKGROUND INFORMATION

OBJECTIVES OF THE ROCHESTER SCHOOL DEPARTMENT

The successful FSMC shall conduct the Food Service Program in a manner which fulfills the following objectives:

1. To provide appealing and nutritionally sound USDA reimbursable meals and A La Carte program based upon the USDA Dietary Guidelines for Americans, Child Nutrition regulations and state and local laws.
2. To promote nutritional awareness whenever the Food Service Program can interface with Rochester School Department educational programs.
3. Increase participation at all levels of the program by improving food quality at the service point, by upgrading equipment and facilities, by seeking student and parent input, by successful menu variation and planning, by better marketing techniques and by a strong emphasis on public relations.
4. Provide a professional, trained, experienced management staff and structure which will offer appropriate assistance and focus to enhance the Food Service Program and ensure that it is of consistent top quality and of positive regard by students, staff and the public.
5. Establish a formal structure to routinely and continuously gather input from Food Service employees to ensure the most effective and efficient operation possible.
6. Establish a formal structure to routinely and continuously gather input from students, staff and the public about the Food Service Program.
7. Establish and conduct management and staff training programs which will ensure staff development, proper supervision and consistent quality control both in production and service.
8. Operate a Food Service Program that the expenditures do not exceed the revenue and does not require any subsidy from Rochester School Department funds.
9. Provide a financial reporting system that meets Federal, state and local requirements.
10. The FSMC shall be responsible for nutrition education activities, as applicable.
11. Provide the District Administration with timely monthly operating statements and other relevant information regarding the Food Service Program.

MANDATORY PRE-PROPOSAL CONFERENCE

All interested FSMCs **must attend** the pre-proposal conference to be held on:

Date: March 3, 2021

Time: 9:30 a.m.

Location: 150 Wakefield Street - Suite 8, Rochester, NH.

Vendors not present will have their proposals disqualified and rejected. Please notify the Business Office of the number of people that will be attending from your firm by February 26th. Please limit to 1-2 people.

Prior to and after the pre-proposal conference, no oral interpretation will be made to any FSMC as to the meaning of the specification. All questions shall be submitted in writing to the Business Administrator no later than 96 hours prior to the aforementioned response date. Every interpretation will be in the form of an addendum to the specification and mailed to each FSMC that attended the pre-proposal conference and will also be on file in the Office of the Business Administrator.

SCOPE AND PURPOSE

1. The Rochester School Department

- A. The Rochester School Department shall retain control of the quality, extent and general nature of the Food Service Program to include the prices to be charged.
- B. The Rochester School Department shall be entitled to all receipts of the food service program.
- C. All expenses chargeable to the Food Service Program shall be charged to the Cafeteria Fund.
- D. All revenues accruing to the Food Service Program shall remain in the Cafeteria Fund.
- E. The Rochester School Department shall comply with the applicable laws, rules and regulations of the State of New Hampshire and the United States Department of Agriculture.
- F. The Rochester School Department shall ensure that the food service operation is in conformance with the SFA's agreement under the program.
- G. Rochester School Department shall retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit food service operation.
- H. Rochester School Department shall monitor the food service operation through periodic on-site visits to ensure the food service is in conformance with program regulations.
- I. Rochester School Department shall retain signature authority on the State agency-SFA agreement, free and reduced price policy statement and Claims for Reimbursement, as referenced in 7 CFR 210.16(a)(5).

- J. Rochester School Department shall maintain a non-profit school food service and observe the requirements for, and limitations on, the use of non-profit school food service revenues, as set forth in 7 CFR 210.14, and the limitations on any competitive school food service, as set forth in 7 CFR 210.11, as referenced in 7 CFR 210.9(b)(1).
- K. Rochester School Department shall maintain responsibility for the implementation of free and reduced-price policy in accordance with 7 CFR 210.16(a)(5) and 7 CFR 245.

2. The FSMC

- A. The FSMC shall be an independent contractor and not an employee of the Rochester School Department nor are the employees of the FSMC employees of the Rochester School Department.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the School Lunch Program, Summer Meals Program, Breakfast Program, Fresh Fruit and Vegetable Program, Supper Program, and/or Special Milk Program.
- C. The food service provided shall be operated and maintained as a benefit to the Rochester School Department's students, faculty and staff and not as a source of profit to the FSMC.
- D. The FSMC shall receive for its service an administrative/management fee provide its operation results in a break-even or profitable operation
- E. The FSMC shall promote nutrition-health education as required by the Rochester School Department as well as the State or Federal Government.
- F. The FSMC shall comply with the applicable laws, rules and regulations of the Commissioner of Education, the United States Department of Agriculture, and any other regulating agency, and any conditions or amendments thereto. (as referenced in 7 CFR Parts 210, 215, 220, 245, 250 and FSN Instruction and Policy)

3. Service

All such addenda shall become part of the contract and all FSMCs shall be bound by such addenda, whether or not received by the FSMC.

SPECIFICATIONS

- 1. The Rochester School Department currently participates in the National School Lunch Program. As such, surplus food commodities are available for use in the Rochester School Department's Food Service Program and it is the intent of the Rochester School Department that such items be included in the menus to the greatest extent possible.
 - A. The Food Service Program shall be self-sustaining and a no-cost operation for the Rochester School Department, shall meet all requirements of the National School Lunch and School Breakfast Programs of the United States Department of Agriculture, and any other requirements promulgated by the State of New Hampshire. Only revenues from meal fees (lunch fees, etc.), catering, State and Federal funds, and commodities received shall be available to support costs. FSMC costs shall include all expenses associated with the operation of the Food Service Program

as submitted in the financial budget of the RFP, including but not limited to on-site costs, all food, wage, all salary and employee benefit costs (FSMC and District employees), value of commodities used and administrative/management fee. **If total FSMC costs exceed total revenue on an annual basis, the management fee portion of the total administrative/management fee shall be reduced by the amount of the overrun, and the FSMC shall be responsible for all operational losses exceeding the amount of its fee as well.**

- B. The FSMC shall submit a budget in January of each year, to be used by the Rochester School Board in its budget process and to demonstrate its ability to meet the above requirement to be self-supporting. Meal prices, labor costs, food costs, etc. stated in the budget shall be established by the Rochester School Board. **The Rochester School Board shall retain ultimate control over meal prices, and other appropriate elements of the Food Service Program.**
- C. Terms of the actual agreement with the successful FSMC will be developed through negotiation and shall be consistent with the rights reserved by the Rochester School Board as described herein.

2. Performance Bond/Bid Surety

As a condition to enter into this contract, the successful FSMC shall provide to the Rochester School Department a performance bond equaling the budgeted expenses of the program. This performance bond will guarantee the FSMC's faithful performance of all terms of the contract throughout the life of the contract.

Each FSMC submitting a proposal shall provide a surety letter from an acceptable bonding or surety company (company must be listed in the most recent US Department of Treasury Circular 570) indicating ability to obtain the performance bond which must be included with the sealed proposal. For the successful contractor, the performance bond is required annually, in each year of the contract, to be submitted to the Business Office no later than July 15th, each year.

3. Rochester School Department and FSMC Responsibilities

A summary of cost responsibilities is contained in Schedule A.

A. Equipment - Rochester School Department

- (1) The Rochester School Department shall be responsible for any losses that may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
- (2) The Rochester School Department will provide a physical inventory of supplies and equipment available for use by the FSMC.
- (3) The Rochester School Department shall not be responsible for loss or damage to equipment owned by the FSMC and located on the Rochester School Department's premises.
- (4) The Rochester School Department shall furnish and install any equipment or make any structural changes needed to comply with Federal, State and local laws.

B. Equipment - FSMC

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

C. Maintenance and Repairs - Rochester School Department

The Rochester School Department will be responsible for:

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

D. Maintenance and Repairs - FSMC

The FSMC will coordinate the maintenance, repair or replacement of any equipment not functioning properly with the designated Rochester School Department Personnel that has maintenance and repair responsibility.

E. Use of Facilities - Rochester School Department

- (1) The Rochester School Department shall furnish at its expense, space, light, heat, hot and cold water and other utilities not specifically described hereunder as are necessary for the operation of the food services program.
- (2) The Rochester School Department shall make available without cost to the FSMC, areas of the premises agreeable to both parties in which the FSMC shall render its services; such area or areas reasonably necessary for providing efficient food service.
- (3) The Rochester School Department may request additional food service programs of the FSMC; however, the Rochester School Department reserves the right, at its sole discretion,

to sell or dispense any food or beverage before or after the Rochester School Department's regularly scheduled lunch or breakfast periods, provided such use does not interfere with the operations of the School Lunch and/or Breakfast and/or Special Milk Programs.

- (4) If the Rochester School Department approves the use of the facilities for extracurricular activities before or after the Rochester School Department's regularly scheduled meal periods, the Rochester School Department shall return facilities and equipment to the FSMC in the same condition as received, normal wear and tear expected.
- (5) The Rochester School Department shall have unlimited access to all areas used by the FSMC for purposes of inspections and audits.

F. Sanitation/Safety - FSMC

- (1) The FSMC shall place garbage and trash in designated areas.
- (2) The FSMC shall clean the kitchen area, including but not limited to sinks, counters, tables, chairs, silverware and utensils, and food preparation and serving equipment.
- (3) The FSMC shall comply with all local and state sanitation requirements in the preparation of food.
- (4) The FSMC shall provide safety programs for employees as required.
- (5) The FSMC will provide sanitation standards covering housekeeping, preparation, storage, employees and equipment. The FSMC will also make adjustments to practices and operation of equipment as required.
- (6) The FSMC shall participate in the Rochester School Department's recycling program.

G. Sanitation/Safety - Rochester School Department

- (1) The Rochester School Department shall remove all garbage and trash from the designated areas.
- (2) The Rochester School Department shall be responsible for cleaning of ducts and hoods above the filter line and floors in the dining, serving and kitchen areas.
- (3) The Rochester School Department shall be responsible for painting within the kitchen and dining areas.

4. Employees

A. Rochester School Department

The status of current Rochester School Department employees is based upon negotiations with the Rochester Federation of Teachers (RFT) Food Service Team.

B. FSMC

- (1) The FSMC is expected to recommend hours and number of positions at each school location.
- (2) The FSMC shall have the sole responsibility to compensate its own employees, including all applicable taxes, insurances and worker's compensation and shall be solely responsible for any losses incurred by the Rochester School Department, resulting from dishonest, fraudulent or negligent acts on the part of its employees or agents. All FSMC employees shall comply with all applicable rules of the Rochester School Department.
- (3) The FSMC and its employees shall comply with all wage and hours of employment requirements of Federal and State law.
- (4) All employees of the FSMC shall be paid in accordance with the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).
- (5) The FSMC shall comply with Title VI of the Civil Rights Act of 1964 and all other relevant Federal, State, and Local legislation, as well as implement regulations of the United States Department of Agriculture issued there under and any additions of amendments thereto.
- (6) The FSMC shall maintain its own personnel policies and fringe benefits for its own employees, subject to review by the Rochester School Department.
- (7) The FSMC shall instruct its own employees to abide by the policies, rules and regulations, with respect to its use of Rochester School Department premises as established by the Rochester School Board from time to time and which shall be furnished in writing to the FSMC.
- (8) The FSMC shall ensure that its own employees comply with the rules of the New Hampshire Department of Education regarding fingerprinting, if applicable.

5. Free and Reduced Meal Policy

- A. The policy of the Rochester School Department requiring feeding of needy children, free or at reduced price, shall apply to the FSMC's food service operation.
- B. The FSMC will be responsible for complying with the policy established by the Rochester School Board covering free and reduced price meals and milk programs for those students designated by the Rochester School Department as meeting Federal and State agency requirements for those programs. All such meals shall be served and accounted for in a manner approved by the Rochester School Department so as to protect the anonymity of the recipients. Meals shall be served and proper, accurate pupil participation records shall be maintained by the FSMC.

6. Prices/Portion(s)

The FSMC shall recommend meal prices and portions for approval by the Rochester School Board. The FSMC shall not alter the prices once approved without prior notice and approval by the Rochester School Board. The FSMC should coordinate proposed price increases with the annual budget submission.

7. Menu Cycle

The FSMC will submit with the sealed proposal a twenty-one (21) day cycle menu and a Daily Menu Pattern for the Rochester School Department's Schools. The FSMC must adhere to this cycle for the first twenty-one (21) days of meal service; thereafter, changes may be made with the mutual agreement of the Rochester School Department and the FSMC. However, the menu standard, as presented in the first twenty-one (21) day menu and the Daily Menu Pattern, must be maintained as to type and quality of meal service. The Daily Menu Pattern should clearly indicate the number and type of choices and offerings that will be offered at all grade levels.

8. Purchase Specifications

The FSMC shall be responsible for purchasing standards as applied by local, state and federal requirements and specifications to bring about the best quality and price for the Rochester School Department's Food Service Program. The grade, purchase unit, style, weight, ingredients, formulations, etc., as agreed by the Rochester School Department shall be complied with by the FSMC. The minimum procurement specifications are listed on Schedule B.

9. Meals

- A. The FSMC shall serve reimbursable meal pattern lunches pursuant to the National School Lunch Act. For purposes of this proposal, lunch prices as per attached listing shall be used for 2019-2020 - **Schedule C**.
- B. The FSMC may offer a choice of reimbursable pattern meals, subject to approval of the Rochester School Department.
- C. The FSMC shall promote maximum participation in the Child Nutrition Program.
- D. The FSMC shall provide condiments, utensils, and disposable chinaware as needed.
- E. The FSMC shall provide specified types of service in all locations unless otherwise specifically agreed to in writing.
- F. The FSMC shall use the Rochester School Department facilities for the preparation of food to be served in the designated locations.
- G. The FSMC shall provide the method which is used to delineate how the FSMC will pass the value of USDA donated foods used to the Rochester School Department.
- H. The FSMC shall provide the method which is used to delineate the cost allocation for special functions conducted outside the nonprofit school food service. The method shall demonstrate that labor costs are not being double billed for program meals and special function meals.
- I. The FSMC shall provide the breakdown of administrative and Management fees.
- J. The FSMC shall provide the basis for any fee adjustments throughout the life of the contract and subsequent renewals.

10. Menus

The FSMC shall provide, upon request by the Rochester School Department, menus to be reviewed by a Nutrition Committee, approved by the Rochester School Department and available for distribution at least (10) days prior to the beginning of each month.

11. Federally Donated Commodities

- A. All federally donated commodities received by the Rochester School Department and made available to the FSMC shall accrue only to the benefit of the Rochester School Department's Non-Profit School Food Service Program and shall be used therein.
- B. The FSMC shall have records available to substantiate the use of Federally-donated commodities in reimbursable meal pattern meals.
- C. The FSMC shall select, accept and use in as large quantities as may be used in the Rochester School Department's Non-Profit School Service, the type and quantities of available Federally-donated commodities, subject to the approval of the Rochester School Department.
- D. The FSMC shall account for all Federally-donated commodities separately from purchased commodities.
- E. Title of products purchased or processed using Federally donated commodities must remain with the Rochester School Department. Any charges incurred by the FSMC when processing or purchasing products containing government commodities shall be processed for payment by the FSMC and charged back to the Cafeteria Fund as a food cost.
- F. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA donated foods.”
- G. The FSMC shall not use any USDA donated foods for special functions conducted outside the nonprofit school food service (e.g. catered meals).

12. Inventory, Storage and Procurement of Food

- A. The FSMC shall purchase all food and non-food commodities at the lowest price possible, consistent with maintaining quality standards.
 - (1) The FSMC shall provide the Rochester School Board with specifications and amounts required for all purchases on a specified schedule for incorporation on Rochester School Board Bids.
 - (2) If the FSMC has nationwide contracts for food that could be advantageous to the Rochester School Department, the FSMC may be required to acquire products at national prices.
- B. Ownership of beginning and ending inventory of food and supplies shall remain with the Rochester School Department. Ownership of all USDA Commodities shall also remain with the Rochester School Department as required by regulations.

- C. The FSMC will request, receive and inspect foods delivered by vendors and forward packing slips to the Rochester School Department following Rochester School Department's accounts payable procedures.
- D. The FSMC shall honor existing contracts if advantageous to the Rochester School Department.
- E. The FSMC shall maintain adequate storage practices, inventory and control of Federally-donated foods in conformance with Rochester School Department's agreement with the Office of General Services.
- F. The FSMC and the Rochester School Department shall inventory the equipment and commodities owned by the Rochester School Department at the beginning of the contract year, including but not limited to flatware, trays, glassware, kitchen utensils, food commodities, disposable chinaware, and food preparation and serving equipment.

13. Financial Accounting, Reporting Systems and Records

- A. The FSMC shall assume accountability and responsibility for:
 - (1) Daily bookkeeping and recording functions, including State and Federal reimbursement, and daily cash receipting and deposits.
 - (2) Weekly Profit and Loss Statements
 - (3) Monthly Profit and Loss Statements
 - (4) Annual Budgeting
 - (5) Cost and Inventory Controls
 - (6) Preparation of records for annual audit by the Rochester School Department and the Rochester School Department's independent auditors.
 - (7) Other reports/information as requested by the Rochester School Board.
- B. The FSMC shall prepare information necessary for School Lunch Claim for Reimbursement from State and Federal agencies and maintain such records as the Board will need to support its claims for reimbursement under the Child Nutrition Program. The Rochester School Department shall retain signature authority on the State Agency-School Food Authority Agreement, Free and Reduced Price Policy Statement and Claim for Reimbursement.
- C. The FSMC shall request, receive and verify for payment all supplies used in conjunction with the Food Service Program.
- D. The FSMC will provide monthly and other reports to the Rochester School Department which describe operating costs, meals per labor hour, meals served, and other financial and operating data as may be requested by the Rochester School Department from time to time.
- E. The FSMC shall bill the Rochester School Department for the actual direct costs of operation incurred at the close of each month of program operation. Such payments will only be made to the extent a balance is available in the food service accounts.
- F. The Rochester School Department shall make payment within ten (10) days of receipt of invoice to the FSMC for the direct costs of operation plus management fee.

- G. The FSMC shall maintain records to support all allowable expenses appearing on the monthly operating statement in an orderly fashion according to expense categories.
- H. The FSMC shall provide the Rochester School Board with monthly and year-end statements.
- I. The FSMC shall maintain such records (supported by invoices, receipts or other evidence) as the Rochester School Department will need to meet monthly reporting responsibilities and shall submit monthly operating statements in a format approved by the Rochester School Department no later than the 10th calendar day succeeding the month in which services were rendered; participation records shall be submitted no later than the 5th working day succeeding the month in which services were rendered.
- J. The Rochester School Board shall designate by name and title the employee whose responsibility it shall be to supervise and audit all financially-related operations of the FSMC.
- K. The Rochester School Department, at its own expense, shall audit the FSMC's operations as part of its year-end audit.
- L. Books and records of the FSMC pertaining to the school food service operations shall be available at the Rochester School Department for a period of three (3) years plus the current fiscal year unless in an unresolved or ongoing audit , for inspection and audit by either State or Federal representatives or auditors.
- M. No payment shall be made for meals that are spoiled or unwholesome at time of delivery, or do not meet the detailed specifications for each food component in the meal pattern, or do not otherwise meet the requirements of the contract.
- N. All discounts, rebates and credits earned on purchases made on the behalf of the SFA will be returned to the Rochester School Department. The FSMC shall provide the method which is used to identify all discounts, rebates and credits due the Rochester School Department.
- O. The FSMC shall identify the location where all records pertaining to the Rochester School Department are maintained while the contract is in effect and for the required retention period.
- P. The FSMC shall accept liability caused by FSMC negligence for claims assessed as a result of Federal/State reviews/audits, corresponding with the SFA's period of liability.
- Q. The FSMC shall annually provide the Rochester School Department with information needed for the School Department to complete USDA's Non-Program Food Revenue Tool.

14. Communications and Meetings

- A. The FSMC shall provide time for regular meetings between its managerial personnel and school principals, students, and other Rochester School Department staff to determine ways to improve the program.
- B. The FSMC will make its managerial personnel available for Rochester School Board meetings when food service matters are on the agenda or participation is requested.

15. Nutrition Education

The FSMC shall promote the nutritional education aspects of the Rochester School Department's Food Service Program and cooperate in the efforts of the Rochester School Department to coordinate these aspects with classroom instruction, and participates as an active member of the Rochester School Department's wellness team

16. Licenses, Fees, Taxes

- A. The Rochester School Department shall obtain and post all applicable health permits for its facilities.
- B. The FSMC shall comply with all health and safety regulations required by Federal, State or local law.
- C. The FSMC shall comply with all building rules and regulations.
- D. The FSMC shall, during the term of the contract, maintain State or Local Health Certification for any facility outside the Rochester School Department's premises in which it proposes to prepare meals.

17. Revenues

The FSMC shall receive all daily revenues from the program(s) and shall deposit them into the Cafeteria Fund. The Rochester School Department shall receive all State, Federal and other reimbursements and deposit them into the cafeteria fund.

18. Insurance and Indemnity (See Attachment)

- A. The FSMC shall maintain the insurance coverage set forth in the attachment provided by insurance companies authorized to do business in the State of New Hampshire. A Certificate of Insurance indicating these amounts must be submitted with the sealed proposal.
- B. The Rochester School Department shall be named an additional insured on all coverage.
- C. The Certificate of Insurance shall provide for notice to the Rochester School Department of cancellation of insurance policies thirty (30) days before such cancellation is to take effect.

19. Term, Termination

- A. The contract shall become effective on July 1, 2021 and terminate on June 30, 2022.
- B. The contract may be renewed by the Rochester School Board under the rules and regulations prescribed by the Commissioner of Education and Federal Regulations, as prescribed by the United States Department of Agriculture.
- C. The Rochester School Board may terminate the contract for non-performance, by giving sixty (60) days prior written notice, stating the reason(s) therefore.
- D. Neither party shall be responsible for any losses if the fulfillment of the terms of the contract

should be delayed by war, acts of public enemies, strikes, fires, floods, Acts of God, or any acts not within the control of either the FSMC or the Rochester School Department, and which by the exercise of due diligence it is unable to prevent.

20. Transition

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

21. Financial Arrangements

All proposals shall be valid and may not be withdrawn for sixty (60) days after submission. It is mandatory that the Food Service Program operate on a "break-even" basis wherein all program revenue will be sufficient to cover all program costs. In preparing their proposals, FSMCs should state their capabilities and approach to operating a "break-even" program and they must indicate any conditions, qualifications or financial arrangements that are required to reach this goal.

22. Special and General Conditions

- A. The FSMC will comply with the Special and General Conditions attached hereto and in all respects made a part of this Request for Proposals.
- B. The FSMC shall adhere to all applicable Pure Food Laws, and all related regulations prescribed by the Federal Government, the State of New Hampshire, the local Department of Health, and the FSMC will comply with the rules and regulations as set up by the Rochester School Board and with State and/or local laws, rules, ordinances and regulations covering and controlling food services at the facilities.
- C. The FSMC shall provide catering service for Rochester School Department and student functions when requested.
- D. No alterations, changes or improvements shall be made to the areas granted to the FSMC without obtaining prior written permission of the Rochester School Department with the final decision as to alterations, changes or improvements reserved solely for the Rochester School Department or its designee.
- E. The FSMC shall adhere to the Energy Policy and Conservation Act, Part 3016.36(i).
- F. Any silence, absence or omission from the contract document specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail, and that only materials (food, supplies, etc) and workmanship of a quality that would normally be specified by the Rochester School Department are to be used.

23. Rental of Facilities for Community Use

The Rochester School Department retains the right to rent food service facilities during non-school hours or weekends, provided that such rental does not interfere with the normal food service operation. When such activities take place, the Rochester School Department may assign a member(s) of the food service staff to be on duty, in accordance with negotiated contract agreement.

24. Legal Requirements

Any proposals submitted shall be in accordance with the laws, regulations and standards of the State of New Hampshire, and shall conform to the standards of the United States Department of Agriculture.

25. Submission of Proposals

- A. Proposals shall include forms provided by the Rochester School Department on **Schedule E**.
- B. Requests for clarification of interpretation must be made to the Business Administrator at least 96 hours prior to submission of a proposal.

26. Evaluation of Proposals and Award

- A. It is the intent of the Rochester School Board to accept the proposal that will best promote the public interest and is most advantageous to the Rochester School Department. The following criteria will be used in evaluating all proposals:
 - (1) The demonstrated ability and experience of the FSMC to perform under the terms and conditions of the RFP.
 - (2) Service programs offered by the FSMC that will complement and enhance the existing food service program.
 - (3) The financial stability of the FSMC.
 - (4) Corporate capability and experience, as measured by performance record, years in the industry, relevant experience, number of districts served, client retention, and references, among other factors.
 - (5) The qualifications and experience of the FSMC management personnel that are to be assigned to the program.
 - (6) Training programs for both management and hourly food service employees.
 - (7) A Nutrition Education/Awareness and Wellness Program.
 - (8) An on-site, computerized accountability and financial reporting system.
 - (9) Proposed labor staffing patterns in terms of number of personnel and number of hours, by location.
 - (10) The FSMC demonstration of having a complete understanding of the District's Food Service Program and its service requirements.
 - (11) Evidence of a comprehensive food handling, housekeeping and sanitation program.
 - (12) A marketing program including advertising, promotional and communications segments.
 - (13) Budgets, financial proformas, including price and portion lists, catering prices and adult meal prices.
 - (14) Presentation of three to five year plan for facility and equipment renovation upgrade and reimagining.

- (15) The quality of food service program and service to be provided. Shall include but not be limited to the twenty-one (21) day menu and menu format.

The FSMC must submit and complete information regarding the above criteria with its sealed proposal.

27. Equal Opportunity - Affirmative Action

The FSMC shall comply in all respects with the Equal Employment Opportunity Act. Each FSMC with 15 or more employees shall be required to have an Affirmative Action Plan which declares that the FSMC does not discriminate on the basis of race, color, religion, sex, national origin or age, and which specifies goals and target dates to assure the implementation of equal employment. Each FSMC with fewer than 15 employees shall be required to have a written Equal Opportunity Policy Statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin or age. Findings of non-compliance with applicable State and Federal Equal Opportunity Laws and Regulations could be sufficient reason for revocation or cancellation of this contract.

28. Promotions and Marketing Materials

Any promotional material for display or distribution in the school(s) must be approved in advance by the Rochester School Department.

29. School Premises

There shall be no smoking or other use of tobacco products in any school building at any time, nor on school grounds as during normal school hours. Proper attire is to be worn at all times. The FSMC's personnel shall use extreme caution while driving motor vehicles on school property.

30. Other Requirements

The Rochester School Department shall establish and maintain an advisory board composed of parents, teachers and students to assist in menu planning, as specified in 7 CFR Part 210.16(b)(1). The FSMC shall participate in this advisory board.

Allowable costs will be paid from the nonprofit school food service account to the FSMC net of all discounts, rebates and other applicable credits accruing to or received by the FSMC, to the extent those credits are allocable to the allowable portion of the costs billed to the School Food Authority.

The FSMC's determination of its allowable costs must be made in compliance with the applicable Departmental and Program regulations and Office of Management and Budget cost circulars.

The FSMC must identify the amount of each discount, rebate and other applicable credit on bills and invoices presented to the School Food Authority for payment and individually identify the amount as a discount, rebates, or in the case of other applicable credits, the nature of the credit.

The FSMC must identify the method by which it will report discounts, rebates and other applicable credits allocable to the contract that are not reported prior to the conclusion of the contract.

The FSMC must maintain documentation of costs and discounts, rebates and other applicable credits and must furnish such documentation upon request to the school food authority, the State Agency or the Department.

The FSMC must separately identify each cost submitted for payment to the School Food Authority the amount of that cost that is allowable and the amount that is unallowable.

The FSMC shall provide their written Codes of Conduct, as specified in 2 CFR Part 200.318(c).

The FSMC shall provide their written Procurement Policies/Procedures.

In order to offer a la carte food service, the FSMC must also offer free, reduced price and paid reimbursable meals to all eligible children, as specified in 7 CFR Part 210.16(a).

The FSMC must credit the Rochester School District for the value of all donated foods received for use in the District's meal service in the school year or fiscal year (including both entitlement and bonus foods), and include the value of donated foods contained in processed end products, in accordance with the contingencies in 7 CFR Part 250.51(a).

The FSMC shall provide the method and frequency by which crediting will occur, and the means of documentation to be utilized to verify that the value of all donated foods has been credited.

The FSMC shall provide the method of determining the donated food values to be used in crediting, in accordance with 7 CFR Part 250.51©, or the actual donated food values.

The District shall identify any activities relating to donated foods that the FSMC will be responsible for, in accordance with 7 CFR Part 250.50(d) and assurance that such activities will be performed in accordance with the applicable requirements in 7 CFR Part 250.

The FSMC shall use all donated ground beef and ground pork products and all processed end products in the District's food service.

The FSMC shall use all other donated foods, or will use commercially purchased foods of the same generic identify, of U.S. origin, and of equal or better quality than the donated foods, in the District's food service.

The FSMC shall assure that the procurement of processed end products on behalf of the District will comply with the requirements in subpart C of 7 CFR Part 250 and with the provisions of distributing of District's processing agreements and will ensure crediting of the District for the value of donated foods contained in such end products at the processing agreement value.

The FSMC shall not, itself, enter into any processing agreement with the processor required in subpart C of 7 CFR Part 250.

The distributing agency, sub-distributing agency, recipient agency, the Comptroller General, the Department of Agriculture, or their duly authorized representatives, may perform on-site reviews

of the food service management company's food service operation, including the review of records, to ensure compliance with requirements for the management and use of donated foods.

The FSMC shall comply with the storage and inventory requirements for donated foods. The distrusting agency, sub-distributing agency, District, Comptroller General, the Department of Agriculture or their duly authorized representatives may perform onsite reviews of the FSMC's food service operation, including the review of records, to ensure compliance with requirements for the management and use of donated foods.

The FSMC shall maintain records to document its compliance with requirements relating to donated foods, in accordance with 7 CFR Part 250.54(b).

Any extensions or renewals of the subsequent contract will be contingent upon the fulfillment of all contract provisions relating to donated foods.

The FSMC shall ensure that its system of inventory management will not result in the District being charged for donated foods.

In a cost-reimbursable contract, if the FSMC makes the purchases, the prices charged the District will be reasonable, necessary and allocable (2CFR Part 200.400 series).

The FSMC shall ensure that the FSMC's employees comply with USDA's Professional Standards regulations.

31. Nonperformance by FSMC

In the event of the FSMC's nonperformance under this contract and/or the violation or breach of the contract terms, the Rochester School Board shall have the right to pursue all administrative, contractual and legal remedies against the FSMC and shall have the right to seek all sanctions and penalties as may be appropriate.

The FSMC shall pay the Rochester School Department the full amount of any meal over claims which are attributable to the FSMC's negligence, including those over claims based on review or audit findings which occurred during the effective dates of original and renewal contracts.

32. Certifications

The FSMC shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C. §§ 327-330, as supplemented by the Department of Labor Regulations, 29 CFR, Part 5. Under Section 103 of the Act, the FSMC shall be required to compute the wages of every laborer on the basis of a standard workday of eight (8) hours and a standard workweek of forty (40) hours. Work in excess of the standard workday or standard workweek is permissible provided that the worker is compensated at a rate of not less than 1-1/2 times the basic rate of pay for all hours worked in excess of eight (8) hours in any calendar day or forty (40) hours in any work week.

The FSMC shall comply with Executive Order 11246, entitled “Equal Employment Opportunity”, as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, 41 CFR, Part 60.

The FSMC shall comply with the following Civil Rights Laws, as amended: 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; CFR Parts 15, 15a and 15b; the Americans with Disabilities Act; and FNS Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.

The FSMC shall comply with the Buy American provision for contracts that involve the purchase of food, 7 CFR, Part 250.

The FSMC has signed the Certification of Independent Price Determination, **Addendum D**, which was attached as an addendum to the FSMC’s bid and which is incorporated herein by reference and made a part of this contract.

The FSMC has signed the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, **Addendum E**, which was attached as an addendum to the FSMC’s bid and which is incorporated herein by reference and made a part of this contract.

The FSMC has signed the Certification Regarding Disclosure of Lobbying Activities, **Addendum F**, which was attached as an addendum to the FSMC’s bid and which is incorporated herein by reference and made a part of this contract.

The FSMC has signed the Certification Regarding Clean Water and Air, **Addendum G**, which was attached as an addendum to the FSMC’s bid and which is incorporated herein by reference and made a part of this contract.

The FSMC has signed the Certification Regarding Energy Policy and Conservation Act Statement, **Addendum H**, which was attached as an addendum to the FSMC’s bid and which is incorporated herein by reference and made a part of this contract.

SECTION III: PROPOSAL FORMAT AND CONTENTS

1. Proposal Format and Contents

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

A. Letter of Transmittal

The Letter of Transmittal should include:

- (1) An introduction of the FSMC Company.
- (2) The name, address and telephone number of the FSMCs primary contact, along with others

who are authorized to represent the company in dealing with the RFP.

- (3) An expression of the FSMC's ability and desire to meet the requirements of the RFP.
- (4) Any other information not appropriately contained in the proposal itself should also be included.

B. Executive Summary

Provide an Executive Summary which:

- (1) Briefly describes the FSMC's approach to the proposal and clearly indicates any options or alternatives.
- (2) Indicates any requirements that cannot be met by the FSMC.
- (3) Highlights the features of the proposal and identifies any supporting information.
- (4) Details the financial parameters of the program.

The Rochester School Department should be able to determine the essence of the proposal and assess how well it meets the requirements by reading the Executive Summary.

C. Detailed Discussion

This section should constitute the major portion of the proposal and must contain at least the following information:

- (1) Experience, References and Service Capability
 - (a) Describe the FSMC's experience as managers and consultants of food service operations in general and public schools in particular.
 - (b) Include a list of similar operations and locations where the FSMC is currently successfully operating school district food service programs, a minimum of five (5) required. List name and phone number of the District Administrator at each of the locations who is capable of commenting on the FSMCs performance.
 - (c) Include resumes listing the background and qualifications of the FSMCs proposed managerial and supervisory personnel to the Rochester School Department.
 - (d) Include a table of organization and a plan for the management, supervision and staffing proposed under this contract.
- (2) Financial Condition
 - (a) Provide data to indicate the financial condition of the FSMC, including audited financial statements for the last three (3) years.

(3) Accounting and Reporting Systems

(a) Describe complete accounting procedures you would use:

1. Inventory Control
2. Method of recording, checking and reporting sales
3. Internal control of cash handling
4. Internal audit systems
5. All regular accounting forms used with detailed explanations
6. All regular reports used with detailed explanation

(b) Provide examples of the reports you will provide the Rochester School Department and the frequency of each. List other assistance you will provide the Rochester School Department at no additional cost as part of the service to be provided.

(4) Personnel Management and Training

(a) What is your personnel management philosophy, particularly regarding managerial/supervisory personnel and their relationship to the existing Rochester School Department Food Service staff?

(b) Describe training and development programs you will provide for employees and management personnel.

(c) How does your firm attempt to improve employee morale and reduce turnover?

(d) Description of company's employee evaluation plan (include forms) and disciplinary action methods.

(5) Innovation and Promotion of the School Lunch Program

(a) How would your lunch program for the Rochester School Department differ from current operations? Describe in detail the costs and benefits of your proposed changes.

(b) Describe in detail how you would implement changes. Include a staffing model if different from current staffing.

(c) How would you involve employees to use their expertise and experience in making future innovations?

(d) Give specific examples of service and merchandising programs that you have successfully implemented in other school food service programs.

(e) What is your philosophy regarding promotion (increasing awareness and participation) of the school lunch program? How would you implement this philosophy in our school system?

(6) Involvement of Students, Staff and Patrons

(a) What is your philosophy and plans regarding involvement of students, teachers, building

administrators and parents in program evaluation and selection of menus, discussion of nutritional issues, etc.? Give specific examples, by client, of your efforts and results regarding such involvement.

(7) Menu Selection, Use of Commodities, Food Quality and Portion Size

- (a) Describe your philosophy for each of the following:
 - 1. Menu selection (include menus you will implement)
 - 2. Use of commodity food
 - 3. Food Quality
 - 4. Portion Quantities
- (b) Actual menus to be implemented including portion sizes.
- (c) Provide a listing of a la carte items and proposed prices.

(8) Cost Information

- (a) List the Rochester School Department costs for any management fees to be charged, preferably on a per meal basis, as well as for profit, overhead and other off-site costs not otherwise paid by the Rochester School Department.
- (b) If consulting services are not included in management fees, list those services along with any extra charges.
- (c) List payment terms and arrangements.
- (d) List any guarantees of performance.
- (e) Complete budgeted financial forms provided in Schedule E, including a summary of the following:
 - 1. Financial Budget Projections
 - 2. Income Summary
 - 3. Labor Cost Summary: Management/Administrative/Clerical
 - 4. Individual School Labor Cost Summary
 - 5. Miscellaneous Expense Summary

(9) Bond/Bid Surety

- (a) Provide a surety letter of intent or equal from a bonding company which demonstrates your company's ability to acquire a performance bond for the amount of the contract should it be awarded, which must be included with sealed proposal.

(10) Submission of Proposal

- (a) Portions of the sealed proposal shall be submitted on the blank forms provided by the Rochester School Department in this Request for Proposals.

- (b) Any requests for clarification of interpretation must be made to the Business Administrator prior to submission of proposals.

SECTION IV: EVALUATION OF PROPOSALS

1. Proposal Evaluation Criteria

- A. Proposals will be evaluated by a committee using the following criteria. Each of the evaluation criteria should be addressed in detail in the sealed proposal.

| <u>Criteria</u> | <u>Points</u> |
|---|---------------|
| Experience, References and Service Capability | 10 |
| Accounting and Reporting Systems | 5 |
| Financial Condition | 10 |
| Personnel Management and Training | 10 |
| Innovation and Promotion of the School Lunch Program | 10 |
| Involvement of Student, Staff and Patrons | 5 |
| Menu, Commodities, Food Quality & Portion Size | 10 |
| Recommended Staffing | 5 |
| Clear Methodology on Return of Discounts, Rebates & Credits | 5 |
| Code of Conduct | 5 |
| Procurement Procedures | 5 |
| Budget | 20 |

B. Oral Presentation

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

C. Site Visitations

Visitations by FSMCs to the Rochester School Department's existing food service site(s) would normally be required but due to COVID-19 we will be video-taping each kitchen for your review at the pre-proposal conference. Any vendor failing to stay and view the videos will have their proposal rejected.

D. Proprietary Information

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

FSMC/ROCHESTER SCHOOL DEPARTMENT COST RESPONSIBILITIES

| FOOD | FSMC | DISTRICT |
|--|-------------|-----------------|
| Food Purchasing | X | |
| Processing of Invoices | X | |
| Payment of Invoice | X | |
| USDA Administrative Charges | X | |
| USDA Processing Charges | X | |
| USDA Delivery Charges | X | |
| LABOR | | |
| Payment of Hourly Regular Full-Time Wages | | X |
| Payroll Taxes of Hourly Employees | | X |
| Fringe Benefits and Insurance of Hourly Employee | | X |
| Preparation of Hourly Employees Payroll | | X |
| Processing of Hourly Employees Payroll | | X |
| Workers' Compensation for Hourly Employees | | X |
| ADDITIONAL ITEMS | | |
| Non-expendable China/Silver/Glassware - Original Purchase to Inventory Level Required for Operation | | XX |
| Non-expendable China/Silver/Glassware - Replacement During Operation | | XX |
| Telephone - Local | X | |
| Telephone - Long Distance | X | |
| Removal of Trash and Garbage from Kitchen | | XX |
| Removal of Trash and Garbage from Premises | | XX |
| Replacement of Expendable Equipment (Pots, Pans, etc.) | X | |
| Replacement of Non-Expendable Equipment owned by Rochester School Department | | XX |
| Products, Public Liability, and other Insurance as specified in attachment | X | |
| Cost of Repairing Equipment, both FSMCs <u>and</u> Rochester School Department's) | | XX |
| Maintain District's Vehicle, Operating Expenses, Repairs, Gas, Oil | | XX |
| Uniforms | X | |
| Ticket Printing | X | |
| Travel (Local) - Required as Requested | X | |
| Expendable/Disposable "China/Silver/Glassware" | X | |

Schedule A (cont.)

| SUPPLIES | FSMC | DISTRICT |
|----------------------------------|-------------|-----------------|
| Detergent and Cleaning Supplies | X | |
| Paper Supplies | X | |
| Menu Paper and Printing | X | |
| Postage | X | |
| Licenses | | XX |
| Pest Control | | XX |
| Utilities | | XX |
| CLEANING | | |
| Ceiling, Light Fixtures and Fans | | XX |
| Dishwashing | X | |
| Equipment | X | |
| Hoods | | XX |
| Floors | | XX |
| Rest Rooms | | XX |
| Vent from Hoods to Outside | | XX |
| Walls | | XX |
| Kitchen/Serving Area | X | |
| Cafeteria/Dining Area | | XX |

PROCUREMENT SPECIFICATIONS

MINIMUM REQUIREMENTS

| | |
|---------------------------|--|
| Dairy Products | Grade A |
| Meat | USDA Inspected |
| Fish | U.S. Government Inspected |
| Poultry | USDA Grade A |
| Canned Fruit & Vegetables | U.S. Grade A Choice |
| Fresh Fruits & Vegetables | U.S. No. 1 Grade |
| Frozen Fruit & Vegetables | USDA Grade A |
| Bread | Packaged bread and buns to be manufacturer's dated for freshness |
| Milk | Grade A |
| Ice Cream | Grade A |

Price List 2019-2020

Elementary School

| | |
|-------------------|--------|
| Breakfast Price | \$0.00 |
| Reduced Breakfast | .00 |
| Lunch Price | 2.45 |
| Reduced Lunch | .40 |
| Milk | .55 |

Middle School

| | |
|-------------------|--------|
| Breakfast Price | \$1.50 |
| Reduced Breakfast | .00 |
| Lunch Price | 2.95 |
| Reduced Lunch | .40 |
| Milk | .55 |

High School

| | |
|-------------------|--------|
| Breakfast Price | \$1.50 |
| Reduced Breakfast | .00 |
| Lunch Price | 2.95 |
| Reduced Lunch | .40 |
| Milk | .55 |

Adults

| | |
|-------------------|--------|
| Breakfast Price | \$1.75 |
| Reduced Breakfast | 0.00 |
| Lunch Price | 3.50 |
| Lunch-Premium | 3.50 |
| Reduced Lunch | .00 |
| Milk | .50 |

A La-Carte Price List 2019-2020

Elementary School

| | |
|---------------|--------|
| Water – Large | \$1.00 |
| Water – Small | .50 |
| Fresh Fruit | .65 |
| Lactaid Milk | .55 |
| Juice | .45 |
| Milk | .55 |

Middle/High School

| | |
|------------------------------|--------|
| Coffee – Small | \$1.25 |
| Coffee – Large | 1.50 |
| Juice/Carton | .45 |
| Juice/Can | 1.25 |
| Water – Plain, Poland Spring | 1.00 |
| Propel | 2.00 |
| Vitamin Water Zero | 2.00 |
| Lactaid Milk | .55 |
| Cereal | .75 |
| Bagel | 1.25 |
| Muffin/English | .75 |
| Cookie | .50 |
| Breakfast Sandwich | 1.75 |
| Extra Cream Cheese | .25 |
| Yogurt | .55 |
| Yogurt Fruit Cup w/ Granola | 2.25 |
| French Fries | 1.50 |
| Spicy Curley Fries | 1.75 |
| Lays Chips | 1.00 |
| Pizza/Cheese | 2.50 |
| Pizza/Topping | 2.50 |
| Chicken Patty | 2.50 |
| Hamburger | 2.50 |
| Cheeseburger | 2.50 |
| Ocean Spray Juice | 1.95 |
| Fruit | .65 |

Reimbursement Rates

| | Non-Severe Need | Severe Need |
|-------------------|-------------------------|-------------------------|
| Lunch | .39 | .41 |
| Free Lunch | 3.58 | 3.60 |
| Reduced Lunch | 3.18 | 3.20 |
| Breakfast | .35 | .32 |
| Free Breakfast | 1.92 | 2.26 |
| Reduced Breakfast | 1.89 | 1.96 |
| Milk | .2025 | .2025 |
| Free Milk | Dealer's Average Charge | Dealer's Average Charge |

**FINANCIAL SCHEDULES
OPERATING STATEMENT**

PROJECTED REVENUE

Cafeteria Sales: (Lunch)

Student Paid Meals:

_____ Elementary Schools @ \$ _____ = \$ _____

_____ Middle School @ \$ _____ = \$ _____

_____ High School @ \$ _____ = \$ _____

Student Reduced Price: _____ @ \$.40 = \$ _____

Student A la Carte:

Student Lunches: _____ @ \$ _____ = \$ _____

Adult A la Carte:

Adult Lunches: _____ @ \$ _____ = \$ _____

Cafeteria Sales: (Breakfast)

Student Paid Meals:

_____ Elementary Schools @ \$ _____ = \$ _____

_____ Middle School @ \$ _____ = \$ _____

_____ High School @ \$ _____ = \$ _____

Student Reduced Price _____ @ \$.30 = \$ _____

Special Functions:

Bank Interest: \$ _____

Other Income: \$ _____

Other Income: \$ _____

Subtotal Sales \$ _____ (A)

Anticipated Reimbursement Federal & State: (Lunch)

_____ Paid Meals @ \$ _____ = \$ _____

_____ Reduced Price @ \$.40 = \$ _____

_____ Free @ \$ _____ = \$ _____

Subtotal Lunch Reimbursement \$ _____ (B)

Anticipated Reimbursement Federal & State: (Breakfast)

_____ Paid Meals @ \$ _____ = \$ _____

_____ Reduced Price @ \$.30 = \$ _____

_____ Free @ \$ _____ = \$ _____

Subtotal Breakfast Reimbursement \$ _____ (C)

Total Income (A+B+C) \$ _____

Schedule E (cont.)

PROJECTED EXPENSES

Food

| | | | |
|-------------------------|-------------|--------------|--------------|
| Student Lunches | _____ Meals | @ \$ _____ = | \$ _____ |
| Student Breakfast | _____ Meals | @ \$ _____ = | \$ _____ |
| Adult Lunches | _____ Meals | @ \$ _____ = | \$ _____ |
| Employee Lunches | _____ Meals | @ \$ _____ = | \$ _____ |
| A la Carte | | | \$ _____ |
| Special Functions | | | \$ _____ |
| USDA Processing Charges | | | \$ _____ |
| USDA Commodity Value | | | \$ (_____) |

Net Food Cost \$ _____ (D)

LABOR

Hourly Wages: (Employee schedules, work hours and rates of pay must be attached.)

| | |
|-------------------------|----------|
| Administration/Clerical | \$ _____ |
| Food Service Workers | \$ _____ |
| Other: _____ | \$ _____ |
| Other: _____ | \$ _____ |

Salaries: (Employee schedules, work hours and rates of pay must be attached.)

| | |
|-----------------------------|---------------------|
| Management | \$ _____ |
| Other: _____ | \$ _____ |
| Total Labor Expenses | \$ _____ (E) |

Other Payroll Costs:

| | |
|--------------------------|----------|
| Employee Fringe Benefits | \$ _____ |
|--------------------------|----------|

OTHER EXPENSES

| | |
|--|----------|
| Auto Allowance | \$ _____ |
| Cafeteria Supplies (paper, cleaning, etc.) | \$ _____ |
| Commodity Delivery | \$ _____ |
| General support and administrative expense | \$ _____ |
| Depreciation | \$ _____ |
| Equipment Rental | \$ _____ |
| Insurance | \$ _____ |
| Menu/Ticket Printing | \$ _____ |
| Office Supplies | \$ _____ |
| Performance Bond | \$ _____ |
| Physicals | \$ _____ |
| Promotions | \$ _____ |
| Replacements | \$ _____ |
| Stationery/Postage | \$ _____ |
| Telephone | \$ _____ |
| Uniforms/Laundry | \$ _____ |
| Manuals | \$ _____ |
| Miscellaneous | \$ _____ |
| Other: _____ | \$ _____ |
| Other: _____ | \$ _____ |
| Other: _____ | \$ _____ |

Total Other Expenses \$ _____ (F)

MANAGEMENT FEE

Flat Rate \$ _____(G)

OR

Cents Per Meal (Complete Calculation Below) \$ _____(G)

Cents Per Meal Calculation:

*Student Annualized Meals _____ @ \$ _____ =**Total Management Fee** \$ _____

Total number of reimbursable meals _____

**Annualized A la Carte

Meal Equivalent = The total \$ value of a la carte and Adult meals divided by the
(Current free lunch reimbursement rate + per meal commodity foods reimbursement) = _____

EXPENSE TOTAL \$ _____
(D+E+F+G)

PROFIT/LOSS (SUBSIDY) \$ _____

*Student Annualized Meals = the number of Reimbursable meals + ((the \$ amount of adult and a la carte sales) divided by (the Current free lunch reimbursement rate + the per meal commodity foods reimbursement)).

**In accordance with Section 18.6 of this RFP the Meal Equivalency Rate used in the contract shall be adjusted annually and must be set no lower than the current free lunch reimbursement rate plus the commodity foods reimbursement rate.

SUMMARY

- | | |
|--|----------|
| 1. Projected annual subsidy by board not to exceed the amount of | \$ _____ |
| 2. Are labor cuts anticipated/factored into this proposal? | YES NO |
| 3. Is the price of the student lunch increased? | YES NO |
| 4. Are the prices for Ala Carte items changed? | YES NO |
| 5. Have you made a physical inspection of all school facilities and found all facilities and equipment to be satisfactory? | YES NO |
| 6. Identify any clauses or conditions that would change the bottom line. | |
| 7. Identify and include a prioritized listing of any major new equipment you feel is desirable for this contract. | |
| 8. What would you suggest in dealing with competitive food sales through school stores? | |

State the percent and amount of increase in the management and administrative fees or indicate if your company chooses to use the Consumer Price Index:

CPI _____ (yes or no)

If no then fill out the following:

| | | |
|--------|---------|----------|
| Year 2 | _____ % | \$ _____ |
| Year 3 | _____ % | \$ _____ |
| Year 4 | _____ % | \$ _____ |
| Year 5 | _____ % | \$ _____ |

ADMINISTRATIVE FEE

Flat Rate \$ _____ (H)

OR

Cents Per Meal (Complete Calculation Below)

\$ _____ (H)

Cents Per Meal Calculation:

*Student Annualized Meals _____ @ \$ _____ = **Total Administrative Fee** \$ _____

Total number of reimbursable meals _____

**Annualized A la Carte

Meal Equivalent = The total \$ value of a la carte and Adult meals divided by the
(Current free lunch reimbursement rate + per meal commodity foods reimbursement) = _____

EXPENSE TOTAL \$ _____
(D+E+F+G+H)

PROFIT/LOSS (SUBSIDY) \$ _____

*Student Annualized Meals = the number of Reimbursable meals + ((the \$ amount of adult and a la carte sales) divided by (the Current free lunch reimbursement rate + the per meal commodity foods reimbursement)).

**In accordance with Section 18.6 of this RFP the Meal Equivalency Rate used in the contract shall be adjusted annually and must be set no lower than the current free lunch reimbursement rate plus the commodity foods reimbursement rate.

SUMMARY

- | | |
|---|----------|
| 9. Projected annual subsidy by board not to exceed the amount of | \$ _____ |
| 10. Are labor cuts anticipated/factored into this proposal? | YES NO |
| 11. Is the price of the student lunch increased? | YES NO |
| 12. Are the prices for Ala Carte items changed? | YES NO |
| 13. Have you made a physical inspection of all school facilities and found all facilities and equipment to be satisfactory? | YES NO |
| 14. Identify any clauses or conditions that would change the bottom line. | |
| 15. Identify and include a prioritized listing of any major new equipment you feel is desirable for this contract. | |
| 16. What would you suggest in dealing with competitive food sales through school stores? | |

State the percent and amount of increase in the management and administrative fees or indicate if your company chooses to use the Consumer Price Index:

CPI _____ (yes or no)

If no then fill out the following:

| | | |
|--------|---------|----------|
| Year 2 | _____ % | \$ _____ |
| Year 3 | _____ % | \$ _____ |
| Year 4 | _____ % | \$ _____ |
| Year 5 | _____ % | \$ _____ |

REVIEW OF TIME LINES

| | |
|---------------|-------------------------------------|
| February 10th | Request for Proposals (RFP) Issued |
| March 3rd | Pre-Proposal Conference (Mandatory) |
| April 7th | BID OPENING |
| April 8th ... | Review Proposals |

Insurance and Indemnity Requirements

During the term of this agreement, the FSMC agrees to maintain insurance in the following minimum amounts:

| | |
|--|---|
| General Liability | \$1,000,000 per occurrence |
| Automobile Liability - Combined Single Limit (CSL) | \$1,000,000 per accident |
| Employee Blanket Bond | _____ |
| Workers Compensation | Statutory |
| Employers Liability | \$100,000 each accident |
| | \$500,000 Disease-Policy |
| | Limit/Disease - \$100,000 each employee |

NON-COLLUSION AFFIDAVIT

Certificate of Non-Collusion

Any person submitting a proposal for Food Service Management to any governmental unit as defined in Section 4A shall, on such proposal, certify as follows:

The undersigned certifies, under the penalties of perjury, that this bid is in all respects bona fide, fair, and made without collusion or fraud with any other person. As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity; that said FSMC has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free and open proposals, and that all statements contained in said proposal and in this affidavit are true and correct, and made with the full knowledge that the System relies upon the trust of the statements contained in this affidavit in awarding the contract for Food Service Management.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by _____.
Company Name

Company or Corporation

Dated: _____

Authorized Official's Signature

TAX-COMPLIANCE CERTIFICATION

Tax-Compliance Certification

Pursuant to M.G.L. c.62C, S49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all applicable laws relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of person submitting proposal

Company or Corporation

Dated: _____

Authorized Official's Signature

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

Both the school food authority and the FSMC (offeror) shall execute this Certificate of Independent Price Determination.

Name of Food Service Management Company

Name of School Food Authority

- (A) By submission of this offer, the offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:
 - (1) The prices in this offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offeror or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement, or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and
 - (3) No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

- (B) Each person signing this offer on behalf of the Food Service Management Company certifies that:
 - (1) He or she is the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

- (2) He or she is not the person in the offeror's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

Signature of Food Service Management
Company's Authorized Representative

Title

Date

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

Signature of School Food Authority's
Authorized Representative

Title

Date

Note: Accepting a bidder's offer does not constitute award of the contract.

Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion – Lower Tier Covered Transactions

This certification is required by regulations implementing Executive Order 12549, Debarment and Suspension. 2 CFR 200.212 Suspension and Debarment. The regulations were published as Part III of the December 26, 2013, Federal Register (pages 78590-78691). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS OF REVERSE)

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

SFAs are required to ensure that all sub-contractors and sub-grantees are neither excluded nor disqualified under the suspension and debarment rules found at 2 CFR 200.212 by doing any **one** of the following:

- Checking the Excluded Parties List found at the System for Award Management www.SAM.gov;
- Collecting a certification that the entity is neither excluded nor disqualified. Since a Federal certification form is no longer available, the grantee or sub-grantee electing this method must devise its own;
- Including a clause to this effect in the sub-grant agreement and in any procurement contract expected to equal or exceed \$25,000, awarded by the grantee or a sub-grantee under its grant or sub-grant;
- Sub-grantee and contractors must obtain a DUNS Number. All Federal Government awards are required to have a DUNS number. To obtain a DUNS number, contact Dun and Bradstreet at 1-866-705-5711 or visit their website at <https://eupdate.dnb.com/requestoptions.asp> . There is no charge for a DUNS number. The DUNS number serves as a means of tracking and identifying applications for Federal assistance and is required on all applications for Federal assistance.

Organization Name
PR/Award Number of Project Name

Name and Title(s) of Authorized Representative(s)

Signature(s) Date Debarment/Suspension

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction,” “debarred,” “suspended,” “ineligible,” “lower tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” and “voluntarily excluded,” as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and /or debarment.

Debarment/Suspension

Certification Regarding Lobbying

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

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub awards exceeding \$100,000 in Federal funds that all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Name of Organization

Address of Organization

Name/Title of Submitting Official

Signature

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

| | | |
|---|---|--|
| 1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance | 2. Status of Federal Action: _____ a. Bid/offer/application b. Initial award c. Post-award | 3. Report Type: _____ a. Initial filing b. Material change For Material Change Only: Year _____ Quarter _____ Date of Last Report _____ |
| 4. Name and Address of Reporting Entity: ____ Prime ____ Subawardee Tier _____, if known Congressional District, if known: _____ | 5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____ | |
| 6. Federal Department/Agency: _____ | 7. Federal Program Name/Description: CFDA Number, if applicable: _____ | |
| 8. Federal Action Number, if known: _____ | 9. Award Amount, if known: \$ _____ | |
| 10. a. Name and Address of Lobbying Entity: (if individual, last name, first name, middle) (Attach Continuation Sheet(s)) | 10. b. Individuals Performing Services (including address if different from No. 10,a.) (last name, first name, middle) SF-LLL-A if Necessary) | |
| 11. Amount of Payment (check all that apply): \$ _____ ____ Actual ____ Planned | 13. Type of payment (check all that apply): ____ a. retainer ____ b. one-time fee ____ c. commission ____ d. contingent fee ____ e. deferred ____ f. other; specify: _____ | |
| 12. Form of Payment (check all that apply): ____ a. cash ____ b. in-kind; specify: Nature _____ Actual _____ | | |
| 14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment indicated in Item 11: (Attach Continuation Sheet(s) SF-LLL-A, if necessary) | | |
| Are Continuation Sheet(s) SF-LLL-A Attached: Yes ____ (Number ____) No ____ | | |
| 16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 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. | Signature: _____ Print Name: _____ Title: _____ Telephone: _____ Date: _____ | |
| Federal Use Only: | Authorized for Local Reproduction Standard Form - LLL | |

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. Use of SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) Number, invitation for Bid (IFB) Number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check all that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check all that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contracted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached. List number of sheets if yes.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-00046), Washington, D.C. 20503.

CLEAN AIR AND WATER CERTIFICATE

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in anyone year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8©(1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt. Both the School Food Authority (SFA) and Food Service Management Company (offeror) shall execute this Certificate.

(NAME OF FOOD SERVICE MANAGEMENT COMPANY)

(NAME OF SCHOOL FOOD AUTHORITY)

THE FOOD SERVICE MANAGEMENT COMPANY AGREES AS FOLLOWS:

- A To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract.
- B That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- C To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.
- D To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

- A The term “Air Act” means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).
- B The term “Water Act” means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).
- C The term “Clean Air Standards” means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111© or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6© or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).
- D The term “Clean Air Standards” means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).
- E The term “Compliance” means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.
- F The term “facility” means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased or supervised by the Food Service Management Company.

| | | |
|--|-------|------|
| SIGNATURE OF FOOD SERVICE MANAGEMENT COMPANY'S AUTHORIZED REPRESENTATIVE | TITLE | DATE |
|--|-------|------|

| | | |
|--|-------|------|
| SIGNATURE OF SCHOOL FOOD AUTHORITY'S AUTHORIZED REPRESENTATIVE | TITLE | DATE |
|--|-------|------|

**ENERGY POLICY AND CONSERVATION ACT
CONTRACT ADDENDUM**

_____ agrees to comply with the
Food Service Management Company (FSMC)

Energy Policy and Conservation Act (P.L. 94-163) for the duration of the contract.

For (Name of FSMC)

For the Board of Education

Signature

Signature

Title

Title

Date

Date

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

Authorized Signature

Typed Name and Title

FSMC Name

Address

Phone Number

Fax Number

Date

School Report

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

August-2018 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enroll ment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | | Special Milk | | | | Reimb [SBrk] | | | | |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|------------|-------------|-------------|-------------------------------|------------|-------------|-------------|---------------|---------------------------|----------|----------|----------|--------|----------|----------|--------------|----------|----------|----------|--------------|----------|----------|-----------------------------------|--------------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 403 | 387 | 4 | 4 | 0 | 155 | 25 | 223 | 431 | 44 | 349 | 824 | 157 | 18 | 160 | 335 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2141.03 [10.05] |
| 54-22650 East Rochester School | 218 | 211 | 4 | 4 | 0 | 93 | 14 | 111 | 233 | 28 | 145 | 406 | 185 | 22 | 148 | 355 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1414.93 [10.65] | |
| 54-22725 Gonic School | 227 | 218 | 4 | 4 | 0 | 82 | 15 | 130 | 140 | 4 | 156 | 300 | 57 | 1 | 80 | 138 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 694.16 [4.14] | |
| 54-29080 Maple Street Magnet School | 118 | 116 | 19 | 19 | 0 | 36 | 6 | 76 | 379 | 60 | 544 | 983 | 342 | 51 | 559 | 952 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2684.28 [28.56] | |
| 54-22665 McClelland School | 377 | 362 | 4 | 4 | 0 | 150 | 8 | 219 | 341 | 4 | 299 | 644 | 109 | 6 | 95 | 210 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1551.73 [6.30] | |
| 54-22660 Nancy Loud School | 80 | 77 | 4 | 4 | 0 | 29 | 5 | 46 | 63 | 12 | 58 | 133 | 21 | 6 | 28 | 55 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 335.72 [1.65] | |
| 54-22705 Rochester Middle School | 949 | 901 | 4 | 4 | 0 | 387 | 39 | 523 | 691 | 74 | 582 | 1347 | 134 | 7 | 18 | 159 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3073.78 [4.77] | |
| 54-22720 School Street School | 83 | 80 | 4 | 4 | 0 | 51 | 0 | 32 | 121 | 0 | 57 | 178 | 116 | 0 | 81 | 197 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 708.12 [5.91] | |
| 54-22700 Spaulding High School | 1532 | 1455 | 4 | 4 | 0 | 546 | 64 | 922 | 825 | 96 | 827 | 1748 | 225 | 22 | 19 | 266 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3907.21 [7.98] | |
| 54-22690 Wm. Allen Elementary School | 314 | 301 | 4 | 4 | 0 | 157 | 11 | 146 | 422 | 23 | 198 | 643 | 232 | 5 | 138 | 375 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2123.42 [11.25] | |
| Totals | 4301 | 4108 | 19 | 19 | 0 | 1686 | 187 | 2428 | 3646 | 345 | 3215 | 7206 | 1578 | 138 | 1326 | 3042 | | 0 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 18634.38 [91.26] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

September-2018 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | | Special Milk | | | | Reimb [SBrk] |
|---|------------|----------------|----------------|-----|-----|----------------|------|------|----------------------------|------|-------|-------|-------------------------------|------|------|-------|---------------|---------------------------|------|------|-------|--------|---------|------|--------------|------|----------------------|--|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 396 | 380 | 18 | 18 | 0 | 168 | 36 | 192 | 2292 | 302 | 1528 | 4122 | 1022 | 124 | 705 | 1851 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 11875.66 [55.53] | | |
| 54-22650 East Rochester School | 218 | 211 | 18 | 18 | 0 | 119 | 17 | 82 | 1234 | 182 | 757 | 2173 | 998 | 154 | 751 | 1903 | N | 0 | 0 | 0 | 0 | Y | 0 | 163 | 151 | 314 | 7758.27 [57.09] | | |
| 54-22725 Gonic School | 227 | 218 | 18 | 18 | 0 | 82 | 15 | 130 | 911 | 104 | 743 | 1758 | 386 | 59 | 489 | 934 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 4768.07 [28.02] | | |
| 54-29080 Maple Street Magnet School | 118 | 116 | 19 | 19 | 0 | 35 | 6 | 77 | 429 | 36 | 605 | 1070 | 380 | 39 | 643 | 1062 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2892.65 [31.86] | | |
| 54-22665 McClelland School | 382 | 367 | 18 | 18 | 0 | 159 | 10 | 213 | 1806 | 83 | 1357 | 3246 | 650 | 40 | 466 | 1156 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 8478.56 [34.68] | | |
| 54-22660 Nancy Loud School | 76 | 73 | 18 | 18 | 0 | 31 | 6 | 39 | 366 | 51 | 248 | 665 | 170 | 36 | 153 | 359 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 1964.89 [10.77] | | |
| 54-22705 Rochester Middle School | 936 | 889 | 18 | 18 | 0 | 380 | 57 | 499 | 4478 | 488 | 3506 | 8472 | 993 | 32 | 154 | 1179 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 20104.45 [35.37] | | |
| 54-22720 School Street School | 80 | 78 | 18 | 18 | 0 | 48 | 2 | 30 | 682 | 4 | 270 | 956 | 640 | 4 | 308 | 952 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 3911.12 [28.56] | | |
| 54-22700 Spaulding High School | 1483 | 1409 | 18 | 18 | 0 | 542 | 82 | 859 | 5063 | 595 | 4987 | 10645 | 1696 | 90 | 219 | 2005 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 24597.73 [60.15] | | |
| 54-22690 Wm. Allen Elementary School | 312 | 299 | 18 | 18 | 0 | 163 | 18 | 131 | 2389 | 135 | 940 | 3464 | 1169 | 82 | 661 | 1912 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 11714.49 [57.36] | | |
| Totals | 4228 | 4040 | 19 | 19 | 0 | 1727 | 249 | 2252 | 19650 | 1980 | 14941 | 36571 | 8104 | 660 | 4549 | 13313 | | 0 | 0 | 0 | 0 | | 0 | 163 | 151 | 314 | 98065.89 [399.39] | | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

October-2018 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | | Reimb [SBrk] |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|--------------|------------|------------|-------------------------------------|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 395 | 387 | 22 | 22 | 0 | 163 | 24 | 208 | 2847 | 456 | 1904 | 5207 | 1263 | 199 | 833 | 2295 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 15049.25 [68.85] | |
| 54-22650 East Rochester School | 222 | 215 | 22 | 22 | 0 | 90 | 17 | 115 | 1550 | 274 | 991 | 2815 | 1073 | 212 | 996 | 2281 | N | 0 | 0 | 0 | 0 | N | 0 | 194 | 274 | 468 | 9570.17 [68.43] | |
| 54-22725 Gonic School | 228 | 221 | 22 | 22 | 0 | 71 | 16 | 141 | 1202 | 273 | 1085 | 2560 | 487 | 130 | 636 | 1253 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 6779.13 [37.59] | |
| 54-29080 Maple Street Magnet School | 116 | 114 | 17 | 17 | 0 | 38 | 4 | 74 | 419 | 13 | 555 | 987 | 330 | 7 | 594 | 931 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2587.14 [27.93] | |
| 54-22665 McClelland School | 380 | 369 | 22 | 22 | 0 | 153 | 12 | 215 | 2371 | 159 | 1714 | 4244 | 938 | 48 | 657 | 1643 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 11445.28 [49.29] | |
| 54-22660 Nancy Loud School | 75 | 72 | 22 | 22 | 0 | 29 | 5 | 41 | 509 | 65 | 350 | 924 | 219 | 53 | 268 | 540 | N | 0 | 0 | 0 | 0 | N | 18 | 0 | 0 | 0 | 2762.92 [16.20] | |
| 54-22705 Rochester Middle School | 935 | 888 | 22 | 22 | 0 | 353 | 46 | 536 | 5235 | 667 | 4786 | 10688 | 1469 | 67 | 344 | 1880 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 24823.74 [56.40] | |
| 54-22720 School Street School | 82 | 79 | 22 | 22 | 0 | 46 | 3 | 33 | 780 | 28 | 314 | 1122 | 657 | 42 | 358 | 1057 | N | 0 | 0 | 0 | 0 | Y | 121 | 0 | 0 | 0 | 4854.40 [31.71] | |
| 54-22700 Spaulding High School | 1479 | 1405 | 22 | 22 | 0 | 483 | 63 | 933 | 5989 | 702 | 6221 | 12912 | 2044 | 79 | 326 | 2449 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 29263.69 [73.47] | |
| 54-22690 Wm. Allen Elementary School | 308 | 296 | 22 | 22 | 0 | 163 | 14 | 131 | 2953 | 235 | 1185 | 4373 | 1666 | 114 | 810 | 2590 | N | 0 | 0 | 0 | 0 | Y | 139 | 0 | 0 | 0 | 15651.90 [77.70] | |
| Totals | 4220 | 4046 | 22 | 22 | 0 | 1589 | 204 | 2427 | 23855 | 2872 | 19105 | 45832 | 10146 | 951 | 5822 | 16919 | | 0 | 0 | 0 | 0 | | 278 | 194 | 274 | 468 | 122787.62 [507.57] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

November-2018 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | | Special Milk | | | | Reimb [SBrk] |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|------------|--------------|------------|------------------------------------|--|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 395 | 375 | 16 | 16 | 0 | 166 | 26 | 203 | 2073 | 281 | 1351 | 3705 | 964 | 122 | 688 | 1774 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 10874.39 [53.22] | | |
| 54-22650 East Rochester School | 222 | 213 | 16 | 16 | 0 | 94 | 16 | 112 | 1187 | 195 | 833 | 2215 | 770 | 151 | 704 | 1625 | N | 0 | 0 | 0 | 0 | N | 0 | 176 | 142 | 318 | 7151.53 [48.75] | | |
| 54-22725 Gonic School | 222 | 213 | 16 | 16 | 0 | 69 | 16 | 137 | 863 | 205 | 821 | 1889 | 362 | 88 | 444 | 894 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 4921.99 [26.82] | | |
| 54-29080 Maple Street Magnet School | 115 | 110 | 16 | 16 | 0 | 37 | 0 | 78 | 402 | 0 | 476 | 878 | 262 | 0 | 497 | 759 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2268.38 [22.77] | | |
| 54-22665 McClelland School | 382 | 367 | 16 | 16 | 0 | 153 | 13 | 216 | 1717 | 138 | 1277 | 3132 | 721 | 26 | 569 | 1316 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 8475.29 [39.48] | | |
| 54-22660 Nancy Loud School | 71 | 69 | 16 | 16 | 0 | 26 | 5 | 40 | 348 | 50 | 284 | 682 | 149 | 30 | 231 | 410 | N | 0 | 0 | 0 | 0 | N | 60 | 0 | 0 | 0 | 2082.91 [12.30] | | |
| 54-22705 Rochester Middle School | 927 | 871 | 16 | 16 | 0 | 349 | 46 | 532 | 3558 | 441 | 3426 | 7425 | 1022 | 62 | 195 | 1279 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 16967.83 [38.37] | | |
| 54-22720 School Street School | 82 | 77 | 16 | 16 | 0 | 46 | 3 | 33 | 581 | 25 | 244 | 850 | 460 | 40 | 247 | 747 | N | 0 | 0 | 0 | 0 | Y | 81 | 0 | 0 | 0 | 3547.59 [22.41] | | |
| 54-22700 Spaulding High School | 1480 | 1391 | 16 | 16 | 0 | 491 | 66 | 923 | 4212 | 465 | 4426 | 9103 | 1432 | 48 | 199 | 1679 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 20477.97 [50.37] | | |
| 54-22690 Wm. Allen Elementary School | 308 | 289 | 16 | 16 | 0 | 166 | 17 | 125 | 2184 | 184 | 822 | 3190 | 1180 | 83 | 586 | 1849 | N | 0 | 0 | 0 | 0 | Y | 249 | 0 | 0 | 0 | 11949.94 [55.47] | | |
| Totals | 4204 | 3975 | 16 | 16 | 0 | 1597 | 208 | 2399 | 17125 | 1984 | 13960 | 33069 | 7322 | 650 | 4360 | 12332 | | 0 | 0 | 0 | 0 | | 390 | 176 | 142 | 318 | 88717.82 [369.96] | | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

December-2018 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | | Special Milk | | | | Reimb [SBrk] |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|------------|--------------|------------|------------------------------------|--|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 394 | 374 | 15 | 15 | 0 | 165 | 26 | 203 | 1997 | 244 | 1243 | 3484 | 912 | 114 | 594 | 1620 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 10308.66 [48.60] | | |
| 54-22650 East Rochester School | 234 | 225 | 15 | 15 | 0 | 96 | 18 | 120 | 1179 | 220 | 761 | 2160 | 752 | 137 | 695 | 1584 | N | 0 | 0 | 0 | 0 | N | 0 | 107 | 250 | 357 | 7109.46 [47.52] | | |
| 54-22725 Gonic School | 222 | 213 | 15 | 15 | 0 | 72 | 14 | 136 | 842 | 165 | 817 | 1824 | 386 | 67 | 459 | 912 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 4748.85 [27.36] | | |
| 54-29080 Maple Street Magnet School | 115 | 113 | 15 | 15 | 0 | 36 | 1 | 78 | 344 | 9 | 485 | 838 | 221 | 7 | 441 | 669 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2008.06 [20.07] | | |
| 54-22665 McClelland School | 384 | 372 | 15 | 15 | 0 | 156 | 13 | 215 | 1671 | 133 | 1216 | 3020 | 725 | 31 | 599 | 1355 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 8311.08 [40.65] | | |
| 54-22660 Nancy Loud School | 72 | 70 | 15 | 15 | 0 | 26 | 5 | 41 | 311 | 45 | 276 | 632 | 146 | 33 | 269 | 448 | N | 0 | 0 | 0 | 0 | N | 74 | 0 | 0 | 0 | 1998.77 [13.44] | | |
| 54-22705 Rochester Middle School | 928 | 872 | 15 | 15 | 0 | 348 | 44 | 536 | 3247 | 373 | 3257 | 6877 | 973 | 52 | 241 | 1266 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 15545.88 [37.98] | | |
| 54-22720 School Street School | 81 | 77 | 15 | 15 | 0 | 45 | 3 | 33 | 561 | 16 | 240 | 817 | 406 | 34 | 258 | 698 | N | 0 | 0 | 0 | 0 | Y | 123 | 0 | 0 | 0 | 3466.34 [20.94] | | |
| 54-22700 Spaulding High School | 1451 | 1364 | 15 | 15 | 0 | 492 | 64 | 895 | 4007 | 472 | 4335 | 8814 | 1350 | 42 | 157 | 1549 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 19570.80 [46.47] | | |
| 54-22690 Wm. Allen Elementary School | 310 | 294 | 15 | 15 | 0 | 167 | 18 | 125 | 2063 | 175 | 802 | 3040 | 1190 | 92 | 602 | 1884 | N | 0 | 0 | 0 | 0 | Y | 236 | 0 | 0 | 0 | 11508.98 [56.52] | | |
| Totals | 4191 | 3974 | 15 | 15 | 0 | 1603 | 206 | 2382 | 16222 | 1852 | 13432 | 31506 | 7061 | 609 | 4315 | 11985 | | 0 | 0 | 0 | 0 | | 433 | 107 | 250 | 357 | 84576.88 [359.55] | | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

January-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enroll ment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | | Reimb [SBrk] |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|--------------|------------|------------|-------------------------------------|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 400 | 376 | 19 | 19 | 0 | 170 | 28 | 202 | 2487 | 371 | 1530 | 4388 | 1227 | 162 | 861 | 2250 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 13307.43 [67.50] | |
| 54-22650 East Rochester School | 231 | 222 | 19 | 19 | 0 | 119 | 19 | 93 | 1502 | 281 | 970 | 2753 | 944 | 184 | 871 | 1999 | N | 0 | 0 | 0 | 0 | Y | 0 | 125 | 283 | 408 | 9031.93 [59.97] | |
| 54-22725 Gonic School | 222 | 213 | 19 | 19 | 0 | 76 | 14 | 132 | 1102 | 202 | 982 | 2286 | 630 | 98 | 617 | 1345 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 6437.16 [40.35] | |
| 54-29080 Maple Street Magnet School | 115 | 110 | 19 | 19 | 0 | 36 | 1 | 78 | 440 | 17 | 599 | 1056 | 314 | 10 | 576 | 900 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2650.84 [27.00] | |
| 54-22665 McClelland School | 377 | 358 | 19 | 19 | 0 | 151 | 11 | 215 | 1944 | 153 | 1509 | 3606 | 856 | 55 | 681 | 1592 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 9755.93 [47.76] | |
| 54-22660 Nancy Loud School | 74 | 71 | 19 | 19 | 0 | 29 | 5 | 40 | 418 | 64 | 400 | 882 | 228 | 42 | 362 | 632 | N | 0 | 0 | 0 | 0 | N | 4 | 0 | 0 | 0 | 2456.36 [18.96] | |
| 54-22705 Rochester Middle School | 932 | 876 | 19 | 19 | 0 | 356 | 45 | 531 | 4161 | 529 | 4099 | 8789 | 1203 | 60 | 286 | 1549 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 19930.28 [46.47] | |
| 54-22720 School Street School | 85 | 81 | 19 | 19 | 0 | 49 | 3 | 33 | 698 | 30 | 336 | 1064 | 500 | 41 | 366 | 907 | N | 0 | 0 | 0 | 0 | Y | 124 | 0 | 0 | 0 | 4262.23 [27.21] | |
| 54-22700 Spaulding High School | 1472 | 1384 | 19 | 19 | 0 | 494 | 66 | 912 | 5040 | 564 | 4995 | 10599 | 1718 | 49 | 201 | 1968 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 24396.06 [59.04] | |
| 54-22690 Wm. Allen Elementary School | 317 | 298 | 19 | 19 | 0 | 172 | 18 | 127 | 2583 | 278 | 973 | 3834 | 1529 | 148 | 765 | 2442 | N | 0 | 0 | 0 | 0 | Y | 249 | 0 | 0 | 0 | 14569.36 [73.26] | |
| Totals | 4225 | 3989 | 19 | 19 | 0 | 1652 | 210 | 2363 | 20375 | 2489 | 16393 | 39257 | 9149 | 849 | 5586 | 15584 | | 0 | 0 | 0 | 0 | | 377 | 125 | 283 | 408 | 106797.58 [467.52] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

February-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | | Special Milk | | | | Reimb [SBrk] | | | | |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|------------|--------------|------------|---|---|--------------|---|------------------------------------|---|---------------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 401 | 377 | 16 | 16 | 0 | 172 | 26 | 203 | 2077 | 276 | 1244 | 3597 | 1067 | 135 | 621 | 1823 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 11058.47 [54.69] |
| 54-22650 East Rochester School | 230 | 216 | 16 | 16 | 0 | 98 | 18 | 114 | 1256 | 215 | 793 | 2264 | 817 | 174 | 704 | 1695 | N | 0 | 0 | 0 | 0 | Y | 0 | 119 | 310 | 429 | | | | | 7594.42 [50.85] | | |
| 54-22725 Gonic School | 224 | 208 | 16 | 16 | 0 | 78 | 14 | 132 | 946 | 166 | 808 | 1920 | 549 | 88 | 499 | 1136 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 5505.55 [34.08] | | |
| 54-29080 Maple Street Magnet School | 113 | 106 | 16 | 16 | 0 | 35 | 2 | 76 | 362 | 21 | 531 | 914 | 216 | 13 | 464 | 693 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 2129.57 [20.79] | | |
| 54-22665 McClelland School | 379 | 356 | 16 | 16 | 0 | 152 | 11 | 216 | 1701 | 128 | 1243 | 3072 | 711 | 24 | 600 | 1335 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 8364.19 [40.05] | | |
| 54-22660 Nancy Loud School | 74 | 69 | 16 | 16 | 0 | 29 | 5 | 40 | 383 | 53 | 299 | 735 | 195 | 41 | 267 | 503 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 2149.35 [15.09] | | |
| 54-22705 Rochester Middle School | 929 | 864 | 16 | 16 | 0 | 357 | 46 | 526 | 3702 | 479 | 3431 | 7612 | 1062 | 54 | 250 | 1366 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 17658.36 [40.98] | | |
| 54-22720 School Street School | 85 | 78 | 16 | 16 | 0 | 50 | 2 | 33 | 621 | 18 | 261 | 900 | 491 | 25 | 274 | 790 | N | 0 | 0 | 0 | 0 | Y | 121 | 0 | 0 | 0 | | | | | 3848.69 [23.70] | | |
| 54-22700 Spaulding High School | 1470 | 1367 | 16 | 16 | 0 | 499 | 64 | 907 | 4197 | 470 | 4199 | 8866 | 1412 | 52 | 208 | 1672 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | 20325.42 [50.16] | | |
| 54-22690 Wm. Allen Elementary School | 318 | 289 | 16 | 16 | 0 | 177 | 18 | 123 | 2168 | 219 | 742 | 3129 | 1312 | 108 | 539 | 1959 | N | 0 | 0 | 0 | 0 | Y | 208 | 0 | 0 | 0 | | | | | 12151.87 [58.77] | | |
| Totals | 4223 | 3930 | 16 | 16 | 0 | 1647 | 206 | 2370 | 17413 | 2045 | 13551 | 33009 | 7832 | 714 | 4426 | 12972 | | 0 | 0 | 0 | 0 | | 329 | 119 | 310 | 429 | | | | | 90785.89 [389.16] | | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

March-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | | Reimb [SBrk] |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|--------------|--------------|-------------------------------|------------|-------------|--------------|---------------|---------------------------|----------|----------|----------|--------|------------|--------------|------------|------------|-------------------------------------|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 396 | 380 | 18 | 18 | 0 | 172 | 26 | 198 | 2370 | 303 | 1491 | 4164 | 1180 | 153 | 780 | 2113 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 12550.39 [63.39] | |
| 54-22650 East Rochester School | 239 | 229 | 18 | 18 | 0 | 99 | 19 | 121 | 1442 | 270 | 937 | 2649 | 891 | 186 | 803 | 1880 | N | 0 | 0 | 0 | 0 | N | 0 | 132 | 343 | 475 | 8664.44 [56.40] | |
| 54-22725 Gonic School | 226 | 215 | 18 | 18 | 0 | 78 | 14 | 134 | 1105 | 188 | 854 | 2147 | 609 | 105 | 618 | 1332 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 6326.19 [39.96] | |
| 54-29080 Maple Street Magnet School | 113 | 111 | 18 | 18 | 0 | 35 | 2 | 76 | 425 | 32 | 618 | 1075 | 269 | 21 | 553 | 843 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2566.97 [25.29] | |
| 54-22665 McClelland School | 377 | 362 | 18 | 18 | 0 | 151 | 11 | 215 | 1896 | 141 | 1407 | 3444 | 816 | 37 | 741 | 1594 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 9420.73 [47.82] | |
| 54-22660 Nancy Loud School | 75 | 72 | 18 | 18 | 0 | 30 | 5 | 40 | 462 | 57 | 398 | 917 | 205 | 38 | 326 | 569 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2500.24 [17.07] | |
| 54-22705 Rochester Middle School | 926 | 870 | 18 | 18 | 0 | 354 | 45 | 527 | 4069 | 553 | 3916 | 8538 | 1180 | 71 | 315 | 1566 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 19604.33 [46.98] | |
| 54-22720 School Street School | 84 | 80 | 18 | 18 | 0 | 50 | 2 | 32 | 742 | 18 | 295 | 1055 | 570 | 26 | 332 | 928 | N | 0 | 0 | 0 | 0 | Y | 125 | 0 | 0 | 0 | 4475.30 [27.84] | |
| 54-22700 Spaulding High School | 1470 | 1382 | 18 | 18 | 0 | 504 | 64 | 902 | 4883 | 541 | 4921 | 10345 | 1680 | 51 | 266 | 1997 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 23714.66 [59.91] | |
| 54-22690 Wm. Allen Elementary School | 320 | 301 | 18 | 18 | 0 | 179 | 18 | 123 | 2547 | 267 | 856 | 3670 | 1513 | 131 | 611 | 2255 | N | 0 | 0 | 0 | 0 | Y | 245 | 0 | 0 | 0 | 14239.97 [67.65] | |
| Totals | 4226 | 4002 | 18 | 18 | 0 | 1652 | 206 | 2368 | 19941 | 2370 | 15693 | 38004 | 8913 | 819 | 5345 | 15077 | | 0 | 0 | 0 | 0 | | 370 | 132 | 343 | 475 | 104063.22 [452.31] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

April-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | | Reimb [SBrk] |
|---|------------|----------------|----------------|-----|-----|----------------|------|------|----------------------------|------|-------|-------|-------------------------------|------|------|-------|---------------|---------------------------|------|------|-------|--------|---------|--------------|------|------|----------------------|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 394 | 374 | 17 | 17 | 0 | 171 | 26 | 197 | 2208 | 279 | 1342 | 3829 | 996 | 145 | 680 | 1821 | N | 0 | 0 | 0 | 0 | Y | 0 | 0 | 0 | 0 | 11429.80 [54.63] | |
| 54-22650 East Rochester School | 240 | 230 | 17 | 17 | 0 | 99 | 19 | 122 | 1368 | 258 | 863 | 2489 | 875 | 198 | 827 | 1900 | N | 0 | 0 | 0 | 0 | N | 0 | 147 | 374 | 521 | 8357.87 [57.00] | |
| 54-22725 Gonic School | 222 | 211 | 17 | 17 | 0 | 74 | 15 | 133 | 1083 | 200 | 805 | 2088 | 507 | 95 | 544 | 1146 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 6004.36 [34.38] | |
| 54-29080 Maple Street Magnet School | 114 | 108 | 17 | 17 | 0 | 35 | 2 | 77 | 398 | 27 | 509 | 934 | 236 | 20 | 560 | 816 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2349.70 [24.48] | |
| 54-22665 McClelland School | 374 | 355 | 17 | 17 | 0 | 148 | 11 | 215 | 1649 | 127 | 1410 | 3186 | 760 | 31 | 675 | 1466 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 8392.69 [43.98] | |
| 54-22660 Nancy Loud School | 75 | 71 | 17 | 17 | 0 | 30 | 5 | 40 | 420 | 57 | 361 | 838 | 137 | 36 | 258 | 431 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2170.59 [12.93] | |
| 54-22705 Rochester Middle School | 924 | 868 | 17 | 17 | 0 | 355 | 44 | 525 | 3867 | 497 | 3542 | 7906 | 1256 | 82 | 293 | 1631 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 18796.90 [48.93] | |
| 54-22720 School Street School | 85 | 81 | 17 | 17 | 0 | 49 | 2 | 34 | 692 | 17 | 251 | 960 | 495 | 22 | 299 | 816 | N | 0 | 0 | 0 | 0 | Y | 107 | 0 | 0 | 0 | 4046.52 [24.48] | |
| 54-22700 Spaulding High School | 1461 | 1373 | 17 | 17 | 0 | 501 | 64 | 896 | 4408 | 519 | 4362 | 9289 | 1630 | 44 | 260 | 1934 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 21718.11 [58.02] | |
| 54-22690 Wm. Allen Elementary School | 315 | 296 | 17 | 17 | 0 | 177 | 16 | 122 | 2431 | 251 | 817 | 3499 | 1299 | 106 | 537 | 1942 | N | 0 | 0 | 0 | 0 | Y | 203 | 0 | 0 | 0 | 13111.79 [58.26] | |
| Totals | 4204 | 3967 | 17 | 17 | 0 | 1639 | 204 | 2361 | 18524 | 2232 | 14262 | 35018 | 8191 | 779 | 4933 | 13903 | | 0 | 0 | 0 | 0 | | 310 | 147 | 374 | 521 | 96378.33 [417.09] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

May-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | | Reimb [SBrk] |
|---|------------|----------------|----------------|-----|-----|----------------|------|------|----------------------------|------|-------|-------|-------------------------------|------|------|-------|---------------|---------------------------|------|------|-------|--------|---------|--------------|------|------|-----------------------|--------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 395 | 379 | 22 | 22 | 0 | 172 | 25 | 198 | 2874 | 359 | 1833 | 5066 | 1246 | 157 | 835 | 2238 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 14711.13 [67.14] | |
| 54-22650 East Rochester School | 240 | 230 | 22 | 22 | 0 | 102 | 18 | 120 | 1831 | 327 | 1147 | 3305 | 1217 | 235 | 1035 | 2487 | N | 0 | 0 | 0 | 0 | Y | 0 | 217 | 477 | 694 | 11148.16 [74.61] | |
| 54-22725 Gonic School | 223 | 214 | 22 | 22 | 0 | 75 | 15 | 133 | 1259 | 243 | 1135 | 2637 | 612 | 121 | 690 | 1423 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 7173.40 [42.69] | |
| 54-29080 Maple Street Magnet School | 114 | 110 | 22 | 22 | 0 | 35 | 2 | 77 | 508 | 38 | 666 | 1212 | 349 | 21 | 647 | 1017 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 3087.82 [30.51] | |
| 54-22665 McClelland School | 374 | 359 | 22 | 22 | 0 | 147 | 11 | 216 | 2162 | 169 | 1830 | 4161 | 902 | 37 | 816 | 1755 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 10768.94 [52.65] | |
| 54-22660 Nancy Loud School | 76 | 73 | 22 | 22 | 0 | 30 | 5 | 41 | 572 | 65 | 478 | 1115 | 148 | 44 | 306 | 498 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 2805.03 [14.94] | |
| 54-22705 Rochester Middle School | 917 | 871 | 22 | 22 | 0 | 354 | 43 | 520 | 5057 | 623 | 4778 | 10458 | 1681 | 107 | 440 | 2228 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 24657.72 [66.84] | |
| 54-22720 School Street School | 82 | 79 | 22 | 22 | 0 | 46 | 2 | 34 | 821 | 22 | 341 | 1184 | 608 | 34 | 374 | 1016 | N | 0 | 0 | 0 | 0 | Y | 109 | 0 | 0 | 0 | 4829.17 [30.48] | |
| 54-22700 Spaulding High School | 1455 | 1367 | 22 | 22 | 0 | 505 | 63 | 887 | 5746 | 660 | 5855 | 12261 | 2119 | 61 | 384 | 2564 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 28333.43 [76.92] | |
| 54-22690 Wm. Allen Elementary School | 321 | 302 | 22 | 22 | 0 | 184 | 16 | 121 | 3114 | 304 | 1131 | 4549 | 1655 | 133 | 645 | 2433 | N | 0 | 0 | 0 | 0 | Y | 292 | 0 | 0 | 0 | 16841.41 [72.99] | |
| Totals | 4197 | 3984 | 22 | 22 | 0 | 1650 | 200 | 2347 | 23944 | 2810 | 19194 | 45948 | 10537 | 950 | 6172 | 17659 | | 0 | 0 | 0 | 0 | | 401 | 217 | 477 | 694 | 124356.21 [529.77] | |

School Report

EXHIBIT A

New Hampshire Department of Education
 Supplement to Claim for Reimbursement
 National School Lunch, Breakfast, Milk and Snacks Programs

Rochester SAU Office

June-2019 Claim 1, Rev 0 (APPROVED)

| Site # and Name | Enrollment | Avg Daily Att. | Operating Days | | | Number of Apps | | | Lunches Served to Students | | | | Breakfasts Served to Students | | | | | Snacks Served to Students | | | | | Suppers | Special Milk | | | Reimb [SBrk] | | | | | | | |
|---|-------------|----------------|----------------|-----------|----------|----------------|------------|-------------|----------------------------|-------------|-------------|--------------|-------------------------------|------------|-------------|-------------|---------------|---------------------------|----------|----------|----------|--------|------------|--------------|------------|------------|--------------|---|---|---|---|------------------------------------|---|--------------------|
| | | | Lun | Brk | Snk | Free | Redu | Paid | Free | Redu | Paid | Total | Free | Redu | Paid | Total | Svr Need Brk. | Free | Redu | Paid | Total | At Rsk | Free | Free | Red. | Paid | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 54-22695 Chamberlain Street School | 395 | 379 | 12 | 12 | 0 | 172 | 25 | 198 | 1549 | 182 | 1029 | 2760 | 581 | 63 | 393 | 1037 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7653.60 [31.11] |
| 54-22650 East Rochester School | 240 | 232 | 12 | 12 | 0 | 102 | 18 | 120 | 978 | 169 | 583 | 1730 | 648 | 137 | 535 | 1320 | N | 0 | 0 | 0 | 0 | Y | 0 | 90 | 205 | 295 | | | | | | 5921.38 [39.60] | | |
| 54-22725 Gonic School | 223 | 216 | 12 | 12 | 0 | 76 | 15 | 132 | 697 | 136 | 567 | 1400 | 312 | 70 | 355 | 737 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 3891.24 [22.11] | | |
| 54-29080 Maple Street Magnet School | 114 | 110 | 20 | 20 | 0 | 35 | 2 | 77 | 427 | 37 | 579 | 1043 | 276 | 24 | 535 | 835 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 2588.81 [25.05] | | |
| 54-22665 McClelland School | 374 | 355 | 12 | 12 | 0 | 148 | 11 | 215 | 1086 | 82 | 914 | 2082 | 450 | 13 | 446 | 909 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 5393.99 [27.27] | | |
| 54-22660 Nancy Loud School | 76 | 74 | 12 | 12 | 0 | 30 | 5 | 41 | 294 | 37 | 258 | 589 | 60 | 17 | 136 | 213 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 1404.36 [6.39] | | |
| 54-22705 Rochester Middle School | 917 | 871 | 12 | 12 | 0 | 354 | 43 | 520 | 2342 | 319 | 2151 | 4812 | 718 | 60 | 209 | 987 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 11377.16 [29.61] | | |
| 54-22720 School Street School | 82 | 79 | 12 | 12 | 0 | 46 | 2 | 34 | 448 | 8 | 173 | 629 | 331 | 15 | 190 | 536 | N | 0 | 0 | 0 | 0 | Y | 25 | 0 | 0 | 0 | | | | | | 2491.20 [16.08] | | |
| 54-22700 Spaulding High School | 1457 | 1340 | 12 | 12 | 0 | 508 | 63 | 886 | 2537 | 313 | 2502 | 5352 | 964 | 34 | 159 | 1157 | N | 0 | 0 | 0 | 0 | N | 0 | 0 | 0 | 0 | | | | | | 12614.56 [34.71] | | |
| 54-22690 Wm. Allen Elementary School | 321 | 305 | 12 | 12 | 0 | 185 | 16 | 120 | 1751 | 164 | 562 | 2477 | 892 | 70 | 323 | 1285 | N | 0 | 0 | 0 | 0 | Y | 148 | 0 | 0 | 0 | | | | | | 9262.13 [38.55] | | |
| Totals | 4199 | 3961 | 20 | 20 | 0 | 1656 | 200 | 2343 | 12109 | 1447 | 9318 | 22874 | 5232 | 503 | 3281 | 9016 | | 0 | 0 | 0 | 0 | | 173 | 90 | 205 | 295 | | | | | | 62598.43 [270.48] | | |

**Rochester School Department Enrollment for
June 2019**

| Grade | William Allen | | Gonic | | MSMS | | McClelland | | Nancy Loud | | Chamberlain | | East Rochester | | School St. | Total | Ratio | Estimate |
|--|--|------------|--|------------|----------------------------|------------|---------------------------|-------------|---------------------------------|-------------|--|------------|---|----|---|-----------|--------------|-----------|
| Pre-School | | | | | | | | | | | | | Frost | | 9 | | | |
| | | | | | | | | | | | | | Hay | | 28 | | | |
| | | | | | | | | | | | | | Simas | | 25 | | | |
| | | | | | | | | | | | | | Terry | | 12 | | | |
| | | | | | | | | | | | | | Colbath | | 15 | | | |
| Total | | | | | | | | | | | | | | | 89 | 89 | | 95 |
| Kindergarten | Croteau | 20 | Arneil | 14 | Bond | 20 | Chagnon | 16 | Kenyon | 17 | Jorgens | 22 | Murdough | 19 | Tilden | 13 | | |
| | Hoffman | 21 | Orrok | 15 | | | Desjardins | 18 | | | Deminico | 21 | Lemieux | 20 | | | | |
| | Allen | 18 | | | | | Raber | 17 | | | Imbimbo | 20 | | | | | | |
| | | | | | | | Wedgeworth | 17 | | | | | | | | | | |
| Total | 59 | 29 | 20 | 68 | 17 | 63 | 39 | 13 | 308 | 18.1 | 271 | | | | | | | |
| Grade 1 | Betz | 18 | Behrens | 17 | Hennessy | 20 | Fortier | 19 | Fowler | 13 | Byrne | 20 | Veno | 18 | LaValley | 16 | | |
| | Melcher | 17 | Adam | 16 | | | Giles | 20 | | | Pouliot | 22 | Rourke | 16 | | | | |
| | Tomasyan | 17 | | | | | Rumney | 21 | | | Jean | 19 | | | | | | |
| | Total | 52 | 33 | 20 | 60 | 13 | 61 | 34 | 16 | 289 | 18.1 | 299 | | | | | | |
| Grade 2 | Goldstein | 19 | Tremblay | 21 | Howerter | 19 | Lawson | 17 | Adams | 18 | Williams | 21 | Ferland | 18 | Tansey | 16 | | |
| | Marcotte | 19 | Lindsey | 19 | | | Peet | 17 | | | Allen | 21 | DiBernardo | 18 | HOPE | 1 | | |
| | Bussiere | 19 | | | | | Schledenhauff | 18 | | | Griffin | 21 | | | | | | |
| | HOPE | 1 | | | | | Bergeron | 17 | | | | | | | | | | |
| Total | 58 | 40 | 19 | 69 | 18 | 63 | 36 | 17 | 320 | 18.8 | 285 | | | | | | | |
| Grade 3 | Brock | 23 | Tilton | 20 | Farkas | 17 | Bowen | 21 | O'Brien | 11 | Mason | 18 | Trepanier | 13 | Shippee | 14 | | |
| | McMullen | 24 | Gee | 18 | | | Dunn | 22 | HOPE | 1 | Gaulin | 19 | Davis | 15 | | | | |
| | | | HOPE | 1 | | | Dolan | 22 | | | Arsenault | 19 | | | | | | |
| | Total | 47 | 39 | 17 | 65 | 12 | 56 | 28 | 14 | 278 | 18.5 | 312 | | | | | | |
| Grade 4 | Glidden | 18 | Cunliffe | 22 | Cantrell | 19 | Baczewski | 21 | Walkama | 16 | Printy | 22 | Lancey | 21 | Combes | 22 | | |
| | Gilman | 17 | Desjardins | 22 | | | Calderara | 23 | | | Diamond | 24 | Saucier | 21 | | | | |
| | Kelley | 18 | HOPE | 1 | | | Varnese | 21 | | | Jepsen | 24 | Hope | 1 | | | | |
| | Total | 53 | 45 | 19 | 65 | 16 | 70 | 43 | 22 | 333 | 20.8 | 274 | | | | | | |
| Grade 5 | Prewitt | 17 | Martin | 19 | Devoid | 18 | Iffland | 23 | | | Stewart | 21 | Simpson | 19 | | | | |
| | Walter | 17 | Milne | 18 | | | Smaracko | 23 | | | Rhoades | 21 | Ferland | 18 | | | | |
| | Lauer | 15 | | | | | | | | | Lutz | 18 | Cantrell | 20 | | | | |
| | | | | | | | | | | | Harriman | 18 | HOPE | 1 | | | | |
| Total | 49 | 37 | 18 | 46 | 78 | 58 | 286 | 19.1 | 324 | | | | | | | | | |
| K-5 Total | 318 | 223 | 113 | 373 | 76 | 391 | 238 | 82 | 1,814 | | | | | | | | 1,765 | |
| P-5 Total | 318 | 223 | 113 | 373 | 76 | 391 | 327 | 82 | 1,903 | | | | | | | | 1860 | |
| Classroom | 17 teachers | | 12 teachers | | 6 teachers | | 19 teachers | | 5 teachers | | 19 teachers | | 13 Teachers | | 5 teachers | | | |
| Special Ed. | 5 Sp. Ed. | | 4 Sp. Ed. | | 1 Sp. Ed. | | 5 Sp. Ed. | | 1-Principal | | 6 Sp. Ed. | | 4 Sp Ed | | 1 Special Ed. | | | |
| Specialists | 2 - Reading Spec. 3 Title I Teachers 1-Title I Interventionist | | 2 - District Reading Spec. .5 Behavior Specialist | | 1 Reading Specialist | | 2-Reading Interventionist | | 1-Special Ed 1-Reading Spec. | | 1 Reading Specialist 1 Reading Teacher 1 Title I Math 1 Title I Social Worker | | 4 Preschool Teachers 2 Reading Spec 1 Reading Teacher .5 Behavior Specialist | | 1-Principal 1-Title I Teacher 1 Title I Social Wrkr | | | |
| Note: Figure used for for state report is K-12 total. Pre-school is not included. | Rochester Middle School | | | | Bud Carlson Academy | | | | Spaulding High School | | | | District Totals | | | | | |
| | Current Enrollment | | | | Current Enrollment | | | | Current Enrollment | | | | | | | | | |
| | Grade 6 304 | | | | Grade 9 10 | | | | Grade 9 330 | | | | | | | | | |
| | Grade 7 319 | | | | Grade 10 27 | | | | Grade 10 319 | | | | | | | | | |
| | Grade 8 280 | | | | Grade 11 26 | | | | Grade 11 344 | | | | | | | | | |
| | | | | | Grade 12 42 | | | | Grade 12 330 | | | | | | | | | |
| | Total 903 | | | | Total 105 | | | | Total 1,323 | | | | | | | | | |

**Rochester School Department
Food Service Positions and Salaries
FY 2021 and FY 2022**

EXHIBIT C

| | | FY 2021 | | | | | FY 2022 | | | | | | |
|----------------|------------------|------------------------|---------------|-------------------|------------------|------------------|------------------|-------------|---------------|-------------------|------------------|------------------|------------------|
| | | Current Hourly Rate | Certification | Hours Per Week | Hours Per Day | Days Per Year | Annual Salary | Hourly Rate | Certification | Hours Per Week | Hours Per Day | Days Per Year | Annual Salary |
| Chamberlain | 2nd Cook/Cashier | 10.91 | | 25 | 5 | 190 | \$ 10,364.50 | 11.73 | | 25 | 5 | 190 | \$ 11,143.50 |
| Chamberlain | 2nd Cook/Cashier | 9.95 | | 27.5 | 5.5 | 190 | \$ 10,397.75 | 10.39 | | 27.5 | 5.5 | 190 | \$ 10,857.55 |
| Chamberlain | 2nd Cook/Cashier | 9.95 | | 12.5 | 2.5 | 190 | \$ 4,726.25 | 10.39 | | 12.5 | 2.5 | 190 | \$ 4,935.25 |
| Chamberlain | Cook Manager | 17.14 | 0.5 | 35 | 7 | 190 | \$ 23,461.20 | 17.87 | 0.5 | 35 | 7 | 190 | \$ 24,432.10 |
| East Rochester | 2nd Cook/Cashier | 13.88 | | 27.5 | 5.5 | 190 | \$ 14,504.60 | 14.46 | | 27.5 | 5.5 | 190 | \$ 15,110.70 |
| East Rochester | 2nd Cook/Cashier | 11.88 | | 17.5 | 3.5 | 190 | \$ 7,900.20 | 12.96 | | 17.5 | 3.5 | 190 | \$ 8,618.40 |
| East Rochester | Cook Manager | 17.14 | 0.5 | 32.5 | 6.5 | 190 | \$ 21,785.40 | 17.87 | 0.5 | 32.5 | 6.5 | 190 | \$ 22,686.95 |
| Gonic | 2nd Cook/Cashier | 9.95 | | 10 | 2 | 190 | \$ 3,781.00 | 10.39 | | 10 | 2 | 190 | \$ 3,948.20 |
| Gonic | 2nd Cook/Cashier | 10.91 | | 27.5 | 5.5 | 190 | \$ 11,400.95 | 11.73 | | 27.5 | 5.5 | 190 | \$ 12,257.85 |
| Gonic | Cook Manager | 17.14 | 0.5 | 35 | 7 | 190 | \$ 23,461.20 | 17.87 | 0.5 | 35 | 7 | 190 | \$ 24,432.10 |
| High | 2nd Cook/Cashier | 11.24 | | 25 | 5 | 190 | \$ 10,678.00 | 12.07 | | 25 | 5 | 190 | \$ 11,466.50 |
| High | Cook Manager | 16.89 | 0.5 | 32.5 | 6.5 | 190 | \$ 21,476.65 | 17.62 | 0.5 | 32.5 | 6.5 | 190 | \$ 22,378.20 |
| High | 2nd Cook/Cashier | 11.24 | | 28.75 | 5.75 | 190 | \$ 12,279.70 | 12.07 | | 28.75 | 5.75 | 190 | \$ 13,186.48 |
| High | 2nd Cook/Cashier | 10.59 | | 27.5 | 5.5 | 190 | \$ 11,066.55 | 11.4 | | 27.5 | 5.5 | 190 | \$ 11,913.00 |
| High | 2nd Cook/Cashier | 13.88 | | 32.5 | 6.5 | 190 | \$ 17,141.80 | 14.46 | | 32.5 | 6.5 | 190 | \$ 17,858.10 |
| High | 2nd Cook/Cashier | 10.91 | | 35 | 7 | 190 | \$ 14,510.30 | 11.73 | | 35 | 7 | 190 | \$ 15,600.90 |
| High | 2nd Cook/Cashier | 9.95 | | 27.5 | 5.5 | 190 | \$ 10,397.75 | 10.39 | | 27.5 | 5.5 | 190 | \$ 10,857.55 |
| High | 2nd Cook/Cashier | 13.88 | | 25 | 5 | 190 | \$ 13,186.00 | 14.46 | | 25 | 5 | 190 | \$ 13,737.00 |
| High | Cook Manager | 17.14 | 0.5 | 37.5 | 7.5 | 190 | \$ 25,137.00 | 17.87 | 0.5 | 37.5 | 7.5 | 190 | \$ 26,177.25 |
| High | Driver/Delivery | 16.64 | | 33.75 | 6.75 | 190 | \$ 21,340.80 | 17.62 | | 33.75 | 6.75 | 190 | \$ 22,597.65 |
| Maple | Cook Manager | 17.14 | 0.5 | 35 | 7 | 190 | \$ 23,461.20 | 17.87 | 0.5 | 35 | 7 | 190 | \$ 24,432.10 |
| McClelland | 2nd Cook/Cashier | 10.91 | | 28.75 | 5.75 | 190 | \$ 11,919.18 | 11.73 | | 28.75 | 5.75 | 190 | \$ 12,815.03 |
| McClelland | 2nd Cook/Cashier | 9.95 | | 27.5 | 5.5 | 190 | \$ 10,397.75 | 10.39 | | 27.5 | 5.5 | 190 | \$ 10,857.55 |
| McClelland | 2nd Cook/Cashier | 13.88 | | 20 | 4 | 190 | \$ 10,548.80 | 14.46 | | 20 | 4 | 190 | \$ 10,989.60 |
| McClelland | Cook Manager | 12.72 | 0.5 | 32.5 | 6.5 | 190 | \$ 16,326.70 | 13.98 | 0.5 | 32.5 | 6.5 | 190 | \$ 17,882.80 |
| Middle | 2nd Cook/Cashier | 13.88 | 0.5 | 30 | 6 | 190 | \$ 16,393.20 | 14.46 | 0.5 | 30 | 6 | 190 | \$ 17,054.40 |
| Middle | 2nd Cook/Cashier | 10.91 | | 25 | 5 | 190 | \$ 10,364.50 | 11.73 | | 25 | 5 | 190 | \$ 11,143.50 |
| Middle | 2nd Cook/Cashier | 9.95 | | 21.25 | 4.25 | 190 | \$ 8,034.63 | 10.39 | | 21.25 | 4.25 | 190 | \$ 8,389.93 |
| Middle | 2nd Cook/Cashier | 13.88 | 0.5 | 28.75 | 5.75 | 190 | \$ 15,710.15 | 14.46 | 0.5 | 28.75 | 5.75 | 190 | \$ 16,343.80 |
| Middle | 2nd Cook/Cashier | 11.88 | 0.5 | 40 | 8 | 190 | \$ 18,817.60 | 12.96 | 0.5 | 40 | 8 | 190 | \$ 20,459.20 |
| Middle | 2nd Cook/Cashier | 10.59 | | 22.5 | 4.5 | 190 | \$ 9,054.45 | 11.4 | | 22.5 | 4.5 | 190 | \$ 9,747.00 |
| Middle | Cook Manager | 17.14 | 0.5 | 40 | 8 | 190 | \$ 26,812.80 | 17.87 | 0.5 | 40 | 8 | 190 | \$ 27,922.40 |
| Nancy Loud | Cook Manager | 13.39 | 0.5 | 32.5 | 6.5 | 190 | \$ 17,154.15 | 14.65 | 0.5 | 32.5 | 6.5 | 190 | \$ 18,710.25 |

Rochester School Department
 Food Service Positions and Salaries
 FY 2021 and FY 2022

| | | FY 2021 | | | | | FY 2022 | | | | | | | |
|------------------|--------------------|-------------|---------------|-----------|----------|--------|---------------|---------------|-----------|-----------|----------|--------|--------------|---------------|
| | | Current | Hours Per | Hours Per | Days Per | Annual | | | | | | | | |
| | | Hourly Rate | Certification | Week | Day | Year | Hourly Rate | Certification | Hours Per | Hours Per | Days Per | Annual | | |
| | | | | | | | Hourly Rate | | Week | Day | Year | Salary | | |
| School Street | Cook Manager | 16.89 | 0.5 | 32.5 | 6.5 | 190 | \$ 21,476.65 | 17.62 | 0.5 | 32.5 | 6.5 | 190 | \$ 22,378.20 | |
| William Allen | 2nd Cook/Cashier | 13.88 | 0.5 | 27.5 | 5.5 | 190 | \$ 15,027.10 | 14.46 | 0.5 | 27.5 | 5.5 | 190 | \$ 15,633.20 | |
| William Allen | 2nd Cook/Cashier | 13.88 | | 25 | 5 | 190 | \$ 13,186.00 | 14.46 | | 25 | 5 | 190 | \$ 13,737.00 | |
| William Allen | Cook Manager | 16.89 | 0.5 | 35 | 7 | 190 | \$ 23,128.70 | 17.62 | 0.5 | 35 | 7 | 190 | \$ 24,099.60 | |
| | Free/Reduced Clerk | 14.11 | | 40 | 8 | 190 | \$ 21,447.20 | 14.53 | | 40 | 8 | 190 | \$ 22,085.60 | |
| Longevity | | | | | | | \$ 15,720.00 | | | | | | \$ 15,720.00 | |
| Off step stipend | | | | | | | \$ 6,800.00 | | | | | | \$ 6,800.00 | |
| Total Salaries | | | | | | | \$ 600,778.35 | | | | | | | \$ 631,396.38 |
| | | | | | | | Retirement | | | | | | | \$ 29,475.56 |
| | | | | | | | FICA/Medicare | | | | | | | \$ 48,301.82 |
| | | | | | | | Health | | | | | | | \$ 185,722.27 |
| | | | | | | | Dental | | | | | | | \$ 2,728.44 |
| | | | | | | | Life | | | | | | | \$ 172.80 |
| | | | | | | | Total | | | | | | | \$ 849,341.87 |
| | | | | | | | | | | | | | | \$ 897,797.27 |