

Date: July 1, 2020

To: Office for Child Nutrition

From: Richmond Heights Local School District

RE: Food Service Management Company Contract Renewal

This memo serves as notification that Richmond Heights is renewing our Food Service Management Company contract with Compass Group USA, Inc., by and through its Chartwells Division, from July 1, 2020 through June 30, 2021.

Management and Administrative fees will adjust per the Consumer Price Index for All Urban Consumers (CPI-U) Food away from Home as stated in the contract. Current CPI-U is 3.1%.

- The current management fee of \$.045 cents per meal will increase to \$.0463 cents per meal.
- The current administrative fee of \$2,260.50 per month for 10 months will increase to \$2,330.57 per month for 10 months.

We understand that a contract with a Food Service Management Company is required to be obtained by bid, and the maximum amount of time allowable for one contract is one year plus four renewal years; and at the end of this time period, our agency must ask for new bids.

Further, there have been no changes from the original contract, which would require that we re-bid, rather than agree to a renewal.

Print Name of Sponsor Liaison with
Food Service Management Company

Phone number of Sponsor Liaison

Signature & Title of Sponsor Liaison & Date

Belinda Oakley, CEO, Chartwells K12
Print Name of Authorized Representative
for Food Service Management Company

914-935-5300
Phone Number of Food Service Management
Company

 4/30/2020
Signature & Title of Authorized Representative
for Food Service Management Company & Date