Minnesota Department of Education

School Nutrition Programs
Renewal of Food Service Management Contract

School Year 2014-15

This renewal document must be used to meet School Nutrition Programs (SNP) requirements and for contract payments to be allowable costs to the nonprofit school food service. No changes may be made to this renewal document except for the information required to be inserted.

Federal regulations for the National School Lunch Program (7 Code of Federal Regulations (CFR) section 210.16) allow a food service management contract to be renewed for a term not to exceed one year upon mutual agreement of the school food authority and the food service management company. A public school or district may renew the original contract up to two times (total of three years including the original contract) in accordance with the renewal terms of the original contract and Minnesota Statutes section123B.52. A school food authority that is not a public school or district may renew the original contract up to four times (total of five years including the original contract) in accordance with the renewal terms of the original contract and federal program regulations.

1. **Definitions**
   "School" is the school district, school or residential child care organization contracting for food service management.

   School:_____

   SNP Sponsor Identification Number:_____

   "Company" is the company providing food service management to School.

   Company:_____

   "Original contract" is the first year food service management contract that specified the terms for subsequent renewals of the contract. The original contract was for school year 2013-2014 .

2. **Renewal of Contract**
   School and Company mutually agree to renew the original contract for the term indicated below, not to exceed one year, without change except for adjustments specified in this renewal document.

   This is the 5th year of the contract, counting the original year of the contract and all renewals.

   Start Date for Renewed Contract:_____ End Date for Renewed Contract:_____

3. **Adjusted Fees or Prices**

School will pay Company adjusted fees or prices listed below. Company will not charge or request reimbursement of additional fees or prices.

a. Fees or prices will be adjusted from 2013-14 to 2014-15 by a percentage not to exceed the Consumer Price Index - Urban (CPI-U) Food Away from Home, (December 2013), which is 1.8 percent. Fees or prices will be adjusted by:_____ percent.

b. Each fee or meal price is listed below, showing the fee or price for 2013-14, and the adjusted fee or price for 2014-15 based on the CPI-U percentage shown above. For a fixed meal price contract, meal prices are listed. For a cost-reimbursable contract, administrative/management fees are listed.

List Fees or Prices:	**2013-14 $**	**2014-15 $**

Non-financial adjustments for renewal, if any (only minor changes to contractual responsibilities may be made without rebidding):

4. **Meal Equivalency Factor**

The meal equivalency factor that will be used to determine payments for the service of a la carte foods during 2014-15 is specified here.

Check one:

_____Not applicable – a la carte foods are not provided under this contract.

_____The original contract specified that the meal equivalency factor would be recalculated annually based on current federal reimbursement rates for free school lunch plus entitlement value of USDA Foods, which is $3.22.

_____The original contract specified a different basis for annual recalculation of the meal equivalency factor. The meal equivalency factor for 2014-15 is $_____.

_____The original contract had no requirement for recalculation of the meal equivalency factor.

5. **Value of USDA Foods**

Check one:

_____School pays Company at fixed meal rates that do not include the value of USDA Foods received by Company. Company will provide credits to School for the value of USDA Foods that are received.

_____ School reimburses Company for food costs. Company will disclose to School the type and value of USDA Foods that are received and which reduce reimbursable costs.

6. **Revised Program Requirements**
Company agrees to meet revised program requirements in effect for the contract year, including changes required by the Healthy, Hunger-Free Kids Act of 2010. The revised requirements are not material changes to the contract.

Signatures

School Name:_____

Authorized Representative:_____

Title:_____

Signature:_____

Date:_____

Company:_____

Authorized Representative:_____

Title:_____

Signature:_____

Date:_____

Nutrition Standards
National School Lunch and School Breakfast Programs

Minimum Amount of Food[a] Per Week (Per Day)

Food Item	Breakfast Meal Pattern Grades K-5[b]	Breakfast Meal Pattern Grades 6-8[b]	Breakfast Meal Pattern Grades 9-12[b]	Lunch Meal Pattern Grades K-5	Lunch Meal Pattern Grades 6-8	Lunch Meal Pattern Grades 9-12
Fruits (cups)[c,d]	5 (1)[e]	5 (1)[e]	5 (1)[e]	2½ (½)	2½ (½)	5 (1)
Vegetable (cups)[c,d]	0	0	0	3¾ (¾)	3¾ (¾)	5 (1)
Dark Green[f]	0	0	0	½	½	½
Red/Orange[f]	0	0	0	¾	¾	1 ¼
Beans/Peas (Legumes)[f]	0	0	0	½	½	½
Starchy[f]	0	0	0	½	½	½
Other[f,g]	0	0	0	½	½	¾
Additional veg to reach total[h]	0	0	0	1	1	1 ½
Grains (oz eq)[i]	7 (1)[j]	8 (1)[j]	9 (1)[j]	8 (1)	8 (1)	10 (2)
Meat/Meat Alternatives (oz eq)	0[k]	0[k]	0[k]	8 (1)	9 (1)	10 (2)
Fluid milk (cups)[l]	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)	5 (1)

Other Specifications: Daily Amount Based on the Average for a 5-Day Week

Specification for:	Breakfast Meal Pattern Grades K-5[b]	Breakfast Meal Pattern Grades 6-8[b]	Breakfast Meal Pattern Grades 9-12[b]	Lunch Meal Pattern Grades K-5	Lunch Meal Pattern Grades 6-8	Lunch Meal Pattern Grades 9-12
Min-max calories (kcal)[m,n,o]	350-500	400-550	450-600	550-650	600-700	750-850
Saturated fat (% of total calories)[n,o]	<10	<10	<10	<10	<10	<10
Sodium (mg)[n,p] Target SY 2014-15 through 2016-17	<540	<600	<650	<1,230	<1,360	<1,420

Trans fat[n,o] Nutrition label or manufacturer specifications must indicate zero grams of trans fat per serving

a Food items included in each food group and subgroup and amount equivalents. Minimum creditable serving is ⅛ cup.

b In the SBP, the above age-grade groups are required beginning July 1, 2013 (SY 2013-14). In SY 2012-2013 only, schools may continue to use the meal pattern for grades K-12 (see § 220.23).

c One quarter-cup of dried fruit counts as ½ cup of fruit; 1 cup of leafy greens counts as ½ cup of vegetables. No more than half of the fruit or vegetable offerings may be in the form of juice. All juice must be 100% full-strength.

d For breakfast, vegetables may be substituted for fruits, but the first two cups per week of any such substitution must be from the dark green, red/orange, beans and peas (legumes) or "Other vegetables" subgroups as defined in section 210.10(c)(2)(iii).

e The fruit quantity requirement for the SBP (5 cups/week and a minimum of 1 cup/day) is effective July 1, 2014 (SY 20142015).

f Larger amounts of these vegetables may be served.

g This category consists of "Other vegetables" as defined in section 210.10(c)(2)(iii)(E). For the purposes of the NSLP, "Other vegetables" requirement may be met with any additional amounts from the dark green, red/orange, and beans/peas (legumes) vegetable subgroups as defined in section 210.10(c)(2)(iii).

h Any vegetable subgroup may be offered to meet the total weekly vegetable requirement.

i At least half of the grains offered must be whole grain-rich in the NSLP beginning July 1, 2012 (SY 2012-2013), and in the SBP beginning July 1, 2013 (SY 2013-2014). All grains must be whole grain-rich in both the NSLP and the SBP beginning July 1, 2014 (SY 2014-15).

j In the SBP, the grain ranges must be offered beginning July 1, 2013 (SY 2013-2014).

k There is no separate meat/meat alternate component in the SBP. Beginning July 1, 2013 (SY 2013-2014), schools may substitute 1 oz. eq. of meat/meat alternate for 1 oz. eq. of grains after the minimum daily grains requirement is met.

l Fluid milk must be low-fat (1 percent milk fat or less, unflavored) or fat-free (unflavored or flavored).

m The average daily amount of calories for a 5-day school week must be within the range (at least the minimum and no more than the maximum values).

n Discretionary sources of calories (solid fats and added sugars) may be added to the meal pattern if within the specifications for calories, saturated fat, trans fat, and sodium. Foods of minimal nutritional value and fluid milk with fat content greater than 1 percent milk fat are not allowed.

o In the SBP, calories and trans fat specifications take effect beginning July 1, 2013 (SY 2013-2014).

p Final sodium specifications are to be reached by SY 2022-2023 or July 1, 2022. Intermediate sodium specifications are established for SY 2014-2015 and 2017-2018. See required intermediate specifications in section 210.10(f)(3) for lunches and section 220.8(f)(3) for breakfast

INSTRUCTIONS FOR DEBARMENT CERTIFICATION FORM

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 whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower-tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted to obtain 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, search the records on the System for Award Management (SAM). View the SAM website (https://www.sam.gov/portal/public/SAM/).

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 as appropriate, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Executive Order 12689, and 31 U.S.C. 6101; Debarment and Suspension, 2 CFR Part 417, Subpart C, Responsibilities of Participants Regarding Transactions Doing Business with Other Persons.

(Please read instructions on next page before completing Certification.)

(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.

Company Name:_____

Project Name: National School Lunch Program

Name/Title of Authorized Representative:_____

Signature:_____

Date:_____

CERTIFICATION REGARDING LOBBYING

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

(1) No federally 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 any 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 contract, grant, loan 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 subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Company Name:_____

Project Name: National School Lunch Program

Name/Title of Authorized Representative:_____

Signature:_____

Date:_____