

SCOTIA-GLENVILLE CENTRAL SCHOOL DISTRICT

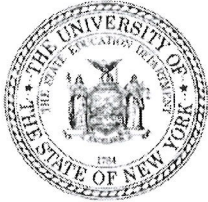
TO: Susan Swartz, Superintendent
FROM: Andrew Giaquinto, School Business Manager 
DATE: June 24, 2025
RE: Contract Renewal for Chartwells

Attached please find the 2025-26 school year extension of the food service management company contract with Chartwells. The bid awarded to Chartwells in 2022 allowed for four successive renewals at the CPI rate (3.4% for 25/26), upon the mutual agreement of both parties. This is year four of five.

This extension requires Board approval and I respectfully request that it be included on the June 30th Board agenda. Thank you for your attention to this matter.

AG/cc

Attachment



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

Office of P-20 Education Policy
Child Nutrition Program Administration
89 Washington Avenue Room 375 EBA Albany, NY 12234
www.cn.nysed.gov

2025-2026 School Year Extension of Food Service Management Company Contract

School Food Authority (SFA) Required Checklist

Extension Year: ☐ 2 ☐ 3 ☒ 4 ☐ 5

SFA Name: Scotia Glenville Central School District

LEA Code: 530202060000

SFA Business Official: Andrew Giaquinto

Telephone Number: 518.382.1222

- Use this required checklist to ensure that the extension is complete. Submit the completed and signed extension to CN@nysed.gov for approval.

SECTION 1 (ORIGINAL CONTRACT INFORMATION)

- ✓ Enter original contract agreement date; SFA name; county; Food Service Management Company (FSMC) name
- ✓ Enter commencing and ending dates (month/day/year; must agree with original contract)

SECTION 2 (2025-2026 SCHOOL YEAR EXTENSION INFORMATION)

- ✓ Enter commencing and ending dates (month/day; must agree with original contract)
- ✓ Enter the percentage of increase, if any, to the per meal bid price
 - The percentage of increase may not exceed the percent listed on the Consumer Price Index for Urban (CPI-U) consumers in the New York-Northeastern New Jersey Area for the 12-month period immediately preceding the month in which the contract ends. The CPI-U for each month will be listed at <https://www.cn.nysed.gov/content/contract-extensions>, as it is published.
- ✓ Enter the 2024-2025 school year per meal bid price in the chart for the applicable programs. The 2025-2026 school year per meal bid price will calculate based on the percent increase listed, if any. Ensure the 2025-2026 school year per meal bid price calculated correctly.
- ✓ Indicate Guaranteed Return, if applicable
Date agreement signed must be listed

The BOE President/Executive Director and the FSMC Authorized Signatory must sign

FSMC Debarment Certification Form must be completed by FSMC

Completed Lobbying Certificate must be completed by FSMC

Completed Disclosure of Lobbying Activities Form completed by FSMC, if applicable

Print Name: Andrew Giaquinto

Title: Business Administrator

Signature: 

Telephone Number: 518.382.1222

NYSED APPROVED BY:	
NYSED Representative	Date

2025-2026 SCHOOL YEAR EXTENSION OF CONTRACT FOR SCHOOL FOOD SERVICE MANAGEMENT COMPANY

SECTION I: Restatement of Information from the Original Contract Agreement

An original Food Service Management Company contract agreement having been made on June 13, 2022 by and
Month Day Year
between Scotia Glenville CSD in the County of Schenectady, New York, party of the first
School Food Authority
part, and Compass Group USA Inc., by and through its Chartwells Division party of the second part, under and pursuant to the provisions of
Food Service Management Company

Section 1709, subdivision 22 of Education Law and Section 210.16, Part 7 of the Consolidated Federal Regulations for the period
commencing on July 1, 2022 and ending on June 30, 2023.
Month Day Year Month Day Year

SECTION II: 2025-2026 School Year Contract Extension

Following the provision of Section 305, subdivision 14 of Education Law and Section 114.2 of the Regulations of the
Commissioner of Education and Section 210.16, Part 7 of the Consolidated Federal Regulations, the parties hereto mutually
agree to extend the terms and conditions established in the original Food Service Management Company Contract agreement
referenced above for a period of one year commencing on July 1, 2025 and ending on June 30, 2026
Month Day Year Month Day Year

with the first day of food service for the 2025-2026 school year being September 4, 2025. It is agreed that the percentage of
Month Day Year
increase, if any, to the per meal bid price, for services rendered during the one-year period of this extension will be 3.40.

The party of the first part shall pay the party of the second part:

➤ **Enter 2024-2025 School Year per meal rate.** $2024-2025 \text{ School Year per meal rate} * ((\% \text{increase} / 100) + 1) = \text{Total 2025-2026 School Year per meal rate}$

Breakfast	2024-2025 School Year	2025-2026 School Year
Per Meal Rate	\$ 2.43	\$ 2.5129

Snack	2024-2025 School Year	2025-2026 School Year
Per Meal Rate	\$ 0.00	\$ 0.0000

Lunch	2024-2025 School Year	2025-2026 School Year
Per Meal Rate	\$ 3.87	\$ 4.0029

Dinner	2024-2025 School Year	2025-2026 School Year
Per Meal Rate	\$ 0.00	\$ 0.0000

The A la Carte Conversion Factor to be used for the 2025-2026 School Year is \$5.05.

Guaranteed Return: If the original contract was bid under Option A, the party of the second part shall pay the party of the first part
an annual amount of \$40,000.00, as indicated in the original Food Service Management Company Contract Agreement. This
amount is not subject to cost increase.

In witness whereof, the parties hereto have executed this extension of agreement.			
Electronic Signature or Original Signature Must be Provided by Both Parties			
		 Digitally signed by Amy Shaffer Date: 2025.06.18 15:14:42 -04'00'	6/18/25
Party of the First Part - Board of Education President/Executive Director	Date	Party of the Second Part - FSMC Authorized Signatory	Date

FSMC Debarment Certification

Debarment and Suspension and Other Responsibility Matters Primary Covered Transactions

Non-federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

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

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

Organization Name

PR/Award Number or Project Name

Amy Shaffer, CEO, Chartwells K12

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



Digitally signed by Amy Shaffer
Date: 2025.06.18 15:17:56 -04'00'

6/18/25

Signature

Date

REQUIRED CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds

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

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

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, 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 at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Compass Group USA Inc., by and through its Chartwells Division 2400 Yorkmont Road, Charlotte NC 28217

Name/Address of Organization

Amy Shaffer, CEO, Chartwells K12

Name/Title of Submitting Official



Digitally signed by Amy Shaffer
Date: 2025.06.18 15:18:46 -04'00'

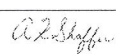
6/18/25

Signature

Date

NOT
APPLICABLE

Form #6A – Disclosure of Lobbying Activities

FORM 6A		Form AD-1048 (1/92)
DISCLOSURE OF LOBBYING ACTIVITIES		Approved by OMB 0348-0046
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/applications ☐ 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 ☐ Sub awardee Tier _____, if known: Congressional District, if known: _____		5. If Reporting Entity in #4 is Sub awardee, Enter Name and Address of Prime: Congressional District, if known: _____
6. Federal Department/Agency:		7. Federal Program Name/Description:
8. Federal Action Number, if known:		ALN Number, if applicable: _____
10a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):		10b. Individuals Performing Services (including address if different from #10a.) (last name, first name, MI):
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 _____ value _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in Item 11: 		
15. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty not less than \$10,000 and not more than \$100,000 for each such failure.		Signature:  Digitally signed by Amy Shaffer Date: 2025.06.18 15:18:57 -04'00' Print Name: Amy Shaffer Title: CEO, Chartwells K12 Telephone: 704-328-4000 Date: 6/18/25
Federal Use Only:		Authorized for Local Reproduction Standard Form – LLL