

**KENDALL COUNTY BOARD AGENDA  
ADJOURNED JUNE MEETING**

**Kendall County Office Building, Rooms 209 & 210, Yorkville IL 60560  
Tuesday, August 16, 2022 at 9:00 a.m.**

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Agenda
5. Special Recognition
  - A. Approval of the National Suicide Awareness Month Proclamation
6. Public Comment
7. Consent Agenda
  - A. Approval of County Board Minutes from July 19, 2022
  - B. Standing Committee Minutes Approval
  - C. Approval of Claims in an amount not to exceed \$1,051,125.21
  - D. Approval of Petition 22-17 a Request from Stephanie Stevenson C/O C. Wahlgren for the Revocation of a Special Use Permit Granted by Ordinance 1973-9 for a Commercial Broadcasting Station and Radio Tower at 15625 Burr Oak Road (PINs: 01-33-200-005 and 01-33-100-042) in Little Rock Township; Properties are Zoned A-1 Agricultural
  - E. Approval of an Intergovernmental Agreement between Kendall County and Oswegoland Park District pertaining to the construction and maintenance of multi-use paths along Grove Road and Collins Road
  - F. Approval of an Intergovernmental Agreement between Kendall County, Illinois and the Village of Minooka, Illinois relating to the installation of illuminated street name signs and license plate readers at Ridge Road and Midpoint Road
8. Executive Session
9. Old Business
10. New Business
  - A. Approval of an Intergovernmental Agreement for Administrative and Treasury Services between Kendall County, Kendall County Treasurer, and the Veterans Assistance Commission of Kendall County
11. Elected Official Reports & Other Department Reports
  - A. Sheriff
  - B. County Clerk and Recorder
  - C. Treasurer
  - D. Clerk of the Court
  - E. State's Attorney
  - F. Coroner
  - G. Health Department
  - H. Supervisor of Assessments
  - I. Regional Office of Education
12. Standing Committee Reports
  - A. HR Admin
    1. Approval of Kendall County Employee Handbook
  - B. Planning Building
    1. Approval of Petition 22-12 a Request from the Kendall County Regional Planning Commission for Text Amendments to Section 6:06.B.3.b of the Kendall County Zoning Ordinance Pertaining to Design Guidelines (Light Requirements) of Telecommunication Facilities
  - C. Facilities
    1. Approve electric contract extension with Constellation Energy for a 72-month term at \$0.05500/kWh beginning in June 2023
  - D. Law Justice Legislation
    1. Approval of the Kendall County Jail Food Service Agreement
13. Special Committee Reports
14. Other Business
15. Chairman's Report

**APPOINTMENT(S)**

Tom Kozlowski – Workforce Investment Board – 2 year term – Expires August 2024  
Nanci Reiland – Kendall County Board of Health – 3 year term – Expires September 2025  
Dan Nagle – Raymond Drainage District – 3 year term – Expires October 2025

16. Public Comment
17. Questions from the Press

18. Executive Session
19. Adjournment

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum 24-hours prior to the meeting time.

# COUNTY OF KENDALL, ILLINOIS

PROCLAMATION 22- \_\_\_\_\_

## National Suicide Prevention Awareness Month

**WHEREAS;** September is known around the United States as National Suicide Prevention Awareness Month and is intended to help promote awareness surrounding each of the Suicide Prevention resources available to us and our community. The simple goal is to learn how to help those around us and how to talk about suicide without increasing the risk of harm; and

**WHEREAS;** Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

**WHEREAS;** According to the CDC, each year more than 41,000 people die by suicide; and

**WHEREAS;** Suicide is the 10<sup>th</sup> leading cause of death among adults in the US, and the 2<sup>nd</sup> leading cause of death among people aged 10-24; and

**WHEREAS;** Kendall County is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, police officers, and parents, as partners in supporting our community in simply being available to one another; and

**WHEREAS;** local organizations like Suicide Prevention Services (SPS) and national organizations like the National Alliance on Mental Illness (NAMI) are on the front lines of a battle that many still refuse to discuss in public, as suicide and mental illness remain too taboo a topic to speak on; and

**WHEREAS,** every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

**WHEREAS,** I encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. A simple phone call, message, handshake, or hug can go a long way towards helping someone realize that suicide is not the answer.

**NOW, THEREFORE,** be it resolved that the Kendall County Board does hereby proclaim the month of September 2022, as National Suicide Prevention Awareness Month in County of Kendall, Illinois.

PRESENTED and ADOPTED by the County Board, this 16<sup>th</sup> day of August 2022.

Approved:

Attest:

\_\_\_\_\_  
Scott R. Gryder, County Board Chairman

\_\_\_\_\_  
Debbie Gillette, County Clerk and Recorder



**KENDALL COUNTY BOARD  
ADJOURNED JUNE MEETING  
July 19, 2022**

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF KENDALL    )

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Tuesday July 19, 2022 at 9:00 a.m. The Clerk called the roll. Members present: Amy Cesich, Brian DeBolt, Scott Gengler, Judy Gilmour, Matt Kellogg, Dan Koukol, Ruben Rodriguez and Robyn Vickers. Member(s) absent: Scott Gryder and Elizabeth Flowers.

The Clerk reported to the Vice Chairman that a quorum was present to conduct business.

**THE AGENDA**

Member Koukol moved to approve the agenda. Member DeBolt seconded the motion. Vice Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

**SPECIAL RECOGNITION**

**Beverly Casey**

Beverly Casey received the 2022 Kendall County Historic Preservation Commission Award for a lifetime of dedication to the field of historic preservation.

**PUBLIC COMMENT**

Scott Pugsley congratulated the winners from the election, asked to be appointed as an Oswego Fire Trustee and commented on the results of the Oswego Fire referenda.

**CONSENT AGENDA**

Member Cesich moved to approve the consent agenda of **A)** county board minutes from June 21, 2022; **B)** standing committee minutes; **C)** claims in an amount not to exceed \$3,303,745.62 and \$1,141,507.52; **D)** Approval of Setting the Salary for the Kendall County Public Defender in the Amount of \$169,878.39 Effective July 1, 2022; **E)** Approval of an Intergovernmental Agreement between the Village of Millbrook and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, Comprehensive Plan and Stormwater Management within the Jurisdiction of the Village of Millbrook for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village of Millbrook to the County of Kendall; **F)** Approval to Place on File the Withdrawal of the Intent to Record a Plat of Vacation of the Five Foot Drainage and Utility Easements Located on the East Property Line of Lot 12 and the West Property Line of Lot 13 (7327 and 7301 Fitkins Drive, Oswego, PINs: 06-08-150-001 and 06-08-150-002) in Grove Estates Subdivision in Na-Au-Say Township Granted by Ordinance 2022-12 (Formerly Petition 22-08); **G)** Approval of Resolution for Participation in the IL Federal Surplus Property Program; **H)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Senior Service Associates for the amount of \$2,300; **I)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Kendall County Judiciary (Drug Court) for the amount of \$1,750; **J)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with CASA Kendall County for the amount of \$2,450; **K)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Fox Valley Older Adult Services d/b/a Fox Valley Community Services for the amount of \$4,350; **L)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Open Door for the amount of \$1,000; **M)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Kendall County Board of Health for the amount of \$45,050; **N)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Association for Individual Development for the amount of \$1,000; **O)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with Oswego Senior Center for the amount of \$7,450; **P)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with National Alliance on Mental Illness for the amount of \$12,450; **Q)** Approval of agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with DayOne Pact for the amount of \$2,200; **S)** Approval of 708 Community Mental Health ARPA Agreements and Dispersal. Member Rodriguez seconded the motion. Vice Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. Motion carried.

**C) COMBINED CLAIMS:** ADMIN \$419.40; ANML CNTRL WRDN \$1,024.00; CIR CRT CLK \$9,187.09; CIR CRT JDG \$3,264.19; CORONR \$354.50; CORR \$23,766.27; CNTY BRD \$720,195.14; CO CLK & RCDR \$796.15; HIGHWAY \$1,687,886.73; CNTY TREASR \$5,209.05; ELECTION \$41,524.00; FCLT MGMT \$12,050.53; GIS CORD \$1,367.28; HLTH & HMN SRV \$324,555.96; JURY \$323.22; MERIT \$1,129.50; PBZ \$393.15; PROB \$1,080.12; SHRF \$44,599.16; ST ATTY



\$1,756.20; TECH DIR \$36,824.07; UTIL \$26,922.02; VET \$1,481.00; FP \$28,777.37; CVL \$237,885.00; SHF \$18,567.09; SHF \$37,498.43; ARPA \$25,000.00; ELECTION \$9,909.00

**COMBINED CLAIMS:** ANML CNTRL WRDN \$1,345.74; CIR CRT CLK \$13,254.95; CIR CRT JDG \$16,941.45; CMB CRT SRV \$1,052.61; CORONR \$2,084.99; CORR \$21,174.14; CNTY ADMN \$175,943.23; CNTY BRD \$69,874.43; CO CLK & RCDR \$7,891.49; HIGHWY \$347,129.39; CNTY TREASR \$3,316.98; ELECTION \$27,606.01; EMA DIR \$1,037.98; EMA \$1,254.06; FCLT MGMT \$26,947.74; GIS CORD \$3,319.64; HLTH & HMN SRV \$104,222.24; JURY \$267.00; MERIT \$990.00; PBZ \$674.46; POSTG \$2,223.93; PRSDNG JDG \$8,869.52; PROB \$12,949.03; PUB DFNDR \$489.15; ROE \$6,613.92; SHRF \$54,741.29; ST ATTY \$2,337.76; TECH DIR \$4,701.68; TRSR \$113.42; UTIL \$50,304.38; VET \$5,787.20; FP \$30,790.25; SHF \$27,486.19; SHF \$57,027.33; ELECTION \$50,743.95

E) A complete copy of IGAM 22-33 is available in the Office of the County Clerk.

G) A complete copy of Resolution 22-28 is available in the Office of the County Clerk.

## NEW BUSINESS

### Appoint Judges of Election

Member Cesich moved to approve a Resolution to appoint Judges of Election. Member Gengler seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 22-29 is available in the Office of the County Clerk.

### Number of Judges of Election

Member Gilmour moved to approve an Ordinance for the number of Judges of Election. Member Vickers seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 22-17 is available in the Office of the County Clerk.

### Number of Liquor Licenses

Member Cesich moved to approve the Kendall County Liquor Control Commission Ordinance increasing the number of Class A Licenses. Member Rodriguez seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## ELECTED OFFICIALS REPORT AND OTHER DEPARTMENT REPORTS

### Sheriff

Sheriff Baird presented the Sheriff's Office 6 month report.

### County Clerk

Revenue Report		6/1/22-6/30/22	6/1/21-6/30/21	6/1/20-6/30/20
Line Item	Fund	Revenue	Revenue	Revenue
CLKFEE	County Clerk Fees	\$810.50	\$1,389.50	\$1,251.00
MARFEE	County Clerk Fees - Marriage License	\$2,100.00	\$2,100.00	\$2,220.00
CIVFEE	County Clerk Fees - Civil Union	\$0.00	\$30.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$15.00	\$80.00	\$50.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,558.00	\$1,820.00	\$1,776.00
NOTARY	County Clerk Fees - Notary	\$300.00	\$270.00	\$345.00
MISINC	County Clerk Fees - Misc	\$25.00	\$63.00	\$65.00
	County Clerk Fees - Misc Total	\$4,808.50	\$5,752.50	\$5,707.00
RECFEE	County Clerk Fees - Recording	\$28,866.00	\$47,813.00	\$41,902.00
	Total County Clerk Fees	\$33,674.50	\$53,565.50	\$47,609.00

CTYREV	County Revenue	\$78,916.25	\$67,905.50	\$41,736.75
DCSTOR	Doc Storage	\$16,753.50	\$27,903.50	\$24,660.00
GISMAP	GIS Mapping	\$53,132.00	\$88,380.00	\$78,030.00
GISRCD	GIS Recording	\$3,542.00	\$5,892.00	\$5,202.00
INTRST	Interest	\$27.79	\$34.13	\$24.24
RECMIS	Recorder's Misc	\$5,083.00	\$5,927.25	\$1,041.00
RHSP	RHSP/Housing Surcharge	\$14,589.00	\$25,011.00	\$22,518.00
TAXCRT	Tax Certificate Fee	\$640.00	\$1,640.00	\$1,040.00
TAXFEE	Tax Sale Fees	\$50.00	\$55.00	\$601.00
PSTFEE	Postage Fees			
CK # 19502	To KC Treasurer	\$206,408.04	\$276,313.88	\$222,461.99

County Clerk, Debbie Gillette spoke about notary commissions, Facebook marriage license photos, Recorder's Office transfer tax for the Village of Oswego, election results, Vote by Mail Notices, and grant money received.

#### Treasurer

Office of Jill Ferko  
Kendall County Treasurer & Collector  
111 W. Fox Street Yorkville, IL 60560

#### Kendall County General Fund

#### QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES FOR SEVEN MONTHS ENDED 06/30/2022

<u>REVENUES*</u>	Annual <u>Budget</u>	2022 YTD <u>Actual</u>	2022 YTD% <u>%</u>	2021 YTD <u>Actual</u>	2021 YTD <u>%</u>
Personal Property Repl. Tax	\$465,000	\$795,975	171.18%	\$348,643	89.40%
State Income Tax	\$2,574,336	\$2,422,884	94.12%	\$1,841,846	80.08%
Local Use Tax	\$950,000	\$446,890	47.04%	\$476,635	52.96%
State Sales Tax	\$583,000	\$380,323	65.24%	\$238,636	45.03%
County Clerk Fees	\$350,000	\$212,274	60.65%	\$301,367	92.73%
Circuit Clerk Fees	\$1,250,000	\$642,133	51.37%	\$687,770	56.37%
Fines & Foreits/St Atty.	\$275,000	\$183,593	66.76%	\$148,119	53.86%
Building and Zoning	\$75,000	\$69,713	92.95%	\$92,003	135.30%
Interest Income	\$40,000	\$38,346	95.86%	\$12,513	12.51%

Health Insurance - Empl. Ded.	\$1,588,649	\$749,711	47.19%	\$188,029	12.81%
1/4 Cent Sales Tax	\$3,228,750	\$1,777,435	55.05%	\$1,495,527	48.64%
County Real Estate Transf Tax	\$450,000	\$319,562	71.01%	\$318,220	70.72%
Federal Inmate Revenue	\$1,898,000	\$772,320	40.69%	\$926,400	45.32%
Sheriff Fees	\$115,000	\$56,272	48.93%	\$49,881	35.63%
<b>TOTALS</b>	<b>\$13,842,735</b>	<b>\$8,867,430</b>	<b>64.06%</b>	<b>\$7,125,590</b>	<b>53.64%</b>
<b>Public Safety Sales Tax</b>	<b>\$5,512,500</b>	<b>\$3,374,096</b>	<b>61.21%</b>	<b>\$2,593,760</b>	<b>49.40%</b>
<b>Transportation Sales Tax</b>	<b>\$6,000,000</b>	<b>\$3,374,096</b>	<b>56.23%</b>	<b>\$2,593,760</b>	<b>49.40%</b>

\*Includes major revenue line items excluding real estate taxes which are to be collected later.

To be on Budget after 7 months the revenue and expense should at 58.33%

#### **Clerk of the Court**

Clerk of the Court Matt Prochaska reviewed the monthly report.

#### **Coroner**

Chief Deputy Coroner Levi Gotte reviewed the monthly report.

#### **Health Department**

Executive Director Rae Ann VanGundy spoke about the 988 hotline, young Explorers spending time at the Health Department and the availability of Narcan to the citizens of Kendall County.

#### **Supervisor of Assessments**

Supervisor of Assessments Andy Nicoletti asked if the board had any questions regarding the Multi-Assessment District.

### **STANDING COMMITTEE REPORTS**

#### **Finance**

##### **Credit Card**

Member Kellogg moved to approve a County Credit Card for new Facilities Management Director Dan Polvere with a limit of \$8,000. Member DeBolt seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

##### **Credit Card**

Member Kellogg moved to approve a County Credit Card for Coroner's Office Employee Cherie McCarron with a limit of \$2,500. Member Cesich seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

#### **OEHS Band Boosters**

Member Kellogg moved to approve an agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with OEHS Band Boosters for the amount of \$3,931.70. Member Cesich seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## **Animal Control**

### **Microchip Clinic**

Member Cesich moved to approve a free Microchip Clinic. Member Rodriguez seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### **Microchip Release Form**

Member Cesich moved to approve the Kendall County Animal Control Microchip Consent and Release Form. Member Gengler seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### **Kennel Technician**

Member Cesich moved to approve the increase salary for the Kennel Technicians to \$15.00 per hour. Member Gengler seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### **Office Assistant**

Member Cesich moved to approve the increase salary for the Office Assistant to \$15.50 per hour. Member Gengler seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

### **Standard Operating Procedures**

Member Cesich moved to approve the updated Animal Control Standard Operating Procedures. Member DeBolt seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## **Planning, Building & Zoning**

### **Petition 22-06**

Member Gengler moved to approve Petition 22-06 a Request from the Kendall County Planning, Building and Zoning Committee for Text Amendments to Section 3:02 (Definitions) of Kendall County Zoning Ordinance Adding Definitions of "Landscaping Business" and "Excavating Business" to the Kendall County Zoning Ordinance. Member Gilmour seconded the motion. Chairman Gengler asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 22-15 is available in the Office of the County Clerk.

### **Petition 22-13**

Member Gengler moved to approve Petition 22-13-Request from Joe Slivka and Kevin Kunkel on Behalf of Lisbon Township for a Special Use Permit for a Government Building or Facility (Garage) at 15759 Route 47, Newark (PINs: 08-21-300-002 and 08-21-300-004) in Lisbon Township; Property is Zoned A-1 Agricultural. Member Koukol seconded the motion. Chairman Gengler asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 22-15 is available in the Office of the County Clerk.

## **Chairman's Report**

Member Gilmour read the Pretrial, Probation and Parole Officers Week Proclamation.

Member DeBolt moved to approve the appointment. Member Gilmour seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## **APPOINTMENTS**

Jill Prodehl – Zoning Board of Appeals (Replacing Anne Vickery) – Expires September 2023  
Ruben Rodriguez – Facilities Management Committee (Replacing Scott Gryder)

## EXECUTIVE SESSION

Member Gengler made a motion to go into Executive Session for (1) appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and (11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Member Cesich seconded the motion. Vice Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

## RECONVENE

## ADJOURNMENT

Member Vickers moved to adjourn the County Board Meeting until the next scheduled meeting. Member DeBolt seconded the motion. Vice Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 27th day of July, 2022.

Respectfully submitted by,

Debbie Gillette

Kendall County Clerk

## HIGHWAY COMMITTEE MINUTES

**DATE:** August 9, 2022  
**LOCATION:** Kendall County Highway Department  
**MEMBERS PRESENT:** Amy Cesich, Brian DeBolt, Scott Gengler & Scott Gryder  
**STAFF PRESENT:** Michele Riley and John Burscheid  
**ALSO PRESENT:** PJ Fitzpatrick, Ryan Sikes

The committee meeting convened at 3:30 P.M. with roll call of committee members. Kellogg absent. Quorum established.

Motion DeBolt; second Cesich, to approve the agenda as presented. Motion approved unanimously.

Motion Cesich; second Gengler, to approve the Highway Committee meeting minutes from June 14, 2022. Motion approved unanimously.

Committee discussed the fact that CMAP is increasing their administration fees for all municipalities and counties in the Chicago Region. Kendall's fees will increase from about \$18 thousand per year to \$36 thousand per year. John Burscheid, indicated that the increase was not necessarily a bad thing considering the fact that Kendall County has already received \$6 million from CMAP for Eldamain Road projects, and will receive another \$5 million over the next few years for Collins Road and Ridge Road. Gengler and DeBolt both stated that Fran Klaas had mentioned in the past that the increase in cost was coming eventually. DeBolt said he was in favor of paying the increased fee and thought it had been a good investment for the County. Chairman Gryder agreed and mentioned that CMAP has also helped with some of the other municipalities in our area. Cesich questioned what funds the money will come from to pay the fee and stated that the entire county board should be made aware of the increase in costs. Michele Riley stated that the fee will be paid from the Sales Tax funds. Chairman Gryder agreed with Cesich and would like it discussed at the September Committee of the Whole meeting.

Motion Cesich; second Gengler to recommend approval of the Intergovernmental Agreement between Kendall County and Oswegoland Park District pertaining to the construction and maintenance of multi-use paths along Grove and Collins Road. John Burscheid informed the committee that the exact wording and information is contained in the packets of papers provided to them. Burscheid then stated that the Oswegoland Park District should approve this agreement on August 11, 2022. The Kendall County Board will approve it on August 16, 2022, assuming everyone agrees. Oswego's attorney and our Kendall State's Attorney have all signed off on the agreement. Motion approved unanimously.

Motion Cesich; second by DeBolt to recommend approval of the Intergovernmental Agreement between Kendall County and the Village of Minnoka relating to the installation of illuminated street name signs and license plates readers at Ridge Road and Midpoint Road. Burscheid informed the committee that there is also a packet of papers provided to them with the exact wording and information. It spells out everyone's responsibilities. Minooka's attorney and Kendall County States Attorney's Office have both reviewed and approved the agreement. Motion approved unanimously.

Committee discussed installing new sidewalk along the West side of Orchard Road between Mill Road and Lewis Road. Burscheid provided an aerial photo on the television screen describing the location of the sidewalk placement and the fact that none exists currently in that area. Construction of the sidewalk would be timely, considering there are many more pedestrians and cyclists in the area with the new Oswego Music Pavilion. Gengler brought up the construction of the new Redwood Subdivision across the road. Chairman Gryder stated that a representative from the Village of Montgomery had mentioned this idea to him in the past as well. Debolt suggested that it would make sense from a safety standpoint. Burscheid stated that an estimated cost would be somewhere around \$100,000 dollars and could be paid for with the use of the County's TAP funds. There is some extra in this fund due to the fact that the Kendall County Forest Preserve District no longer needs the money for the Route 71 bike paths. Those will now be built with 100% funding from the Illinois Department of Transportation. Burscheid said eventually we would have to go to bid on this as a future project but there is no immediate timeline. However, the County Board would have time to review any plans and approve everything at a later date. Gryder asked how much money were currently in the TAP funds. Michele Riley stated that there is currently \$107,000 and we still needed to add the next payment of \$75,000. The committee members all agreed that we should proceed forward with this idea.

Committee discussed the draft of the Kendall County Highway Department's Multi-Year Plan. Burscheid informed the committee that there is a map and spreadsheets in their packet of papers showing the locations of the proposed improvements as well as the year they are to be constructed. Any actions to be approved should occur in September. The committee has a month to review and discuss anything.

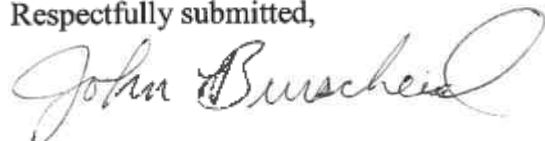
Chairman Gryder stated he had nothing to discuss for the Chairman's Report.

Under other business Debolt spoke of the ongoing construction on the Eldamain bridge over the Fox River. More specifically how he was impressed with the process of pouring the concrete and how the crew has to cover everything with blankets and keep them wet for 7 days to help with the concrete curing correctly. Debolt also applauded the construction companies and crews for how clean and tidy they have kept the entire construction site throughout the course of work.

Motion Debolt; second Cesich to forward Highway Department bills for the month of August in the amount of \$113,594.56 to the Finance Committee for approval. By roll call vote, motion approved unanimously.

Motion Gengler; second Debolt, to adjourn the meeting at 3:57 P.M. Motion carried unanimously.

Respectfully submitted,



John Burscheid  
Assistant County Engineer

### **Action Items**

1. Intergovernmental Agreement between Kendall County and Oswegoland Park District pertaining to the construction and maintenance of multi-use paths along Grove Road and Collins Road.
2. Intergovernmental Agreement between Kendall County, Illinois and the Village of Minooka, Illinois relating to the installation of illuminated street name signs and license plate readers at Ridge Road and Midpoint Road.



**COUNTY OF KENDALL, ILLINOIS**  
**BUDGET & FINANCE COMMITTEE**  
**Meeting Minutes for Thursday, July 28, 2022**

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**Call to Order** – Committee Chair Matt Kellogg called the Budget and Finance Committee to order at 5:03p.m

**Roll Call**

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Brian DeBolt	Here		
Scott Gengler	Here		
Scott Gryder	Here		
Matt Kellogg	Yes		

**Others Present** – Latreese Caldwell, Jennifer Karales, Scott Koepfel

**Approval of Agenda** - Member DeBolt made a motion to approve the agenda, second by Member Gengler. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Approval of July 14, 2022 Minutes** – Member Gryder made a motion to approve the meeting minutes from July 14, 2022, second by Member Gengler. **With five members present voting aye, the motion carried by a vote of 5-0.**

**Items of Business**

- *Discussion and Approval of the American Rescue Plan Act Funds Non-Profit Grants* – Jennifer Karales briefed the committee on the two non-profit grant applications from OEHS Band Boosters and the Conservation Foundation.

Member Gengler made a motion to approve the meeting minutes from July 14, 2022, second by Member Cesich. **With five members present voting aye, the motion carried by a vote of 5-0.** This item will be on the August 2, 2022 County Board agenda for approval.

- *ARPA Treasury Reporting Status* – Jennifer Karales said the total expenditures spent as of June 30, 2022 were \$4.7 million, and stated this report was filed with the Treasury and the next report is due October 2022. Ms. Karales reported that it took her a few days to complete the report and as long as they require the same information, the October report should take about the same time.

Discussion on future opportunities for past applicants to receive ARPA grants and quantifying reasons why they were affected by the pandemic, financial documents

proving their equity change during the pandemic, and eligible qualifications for receiving ARPA grants. There is approximately \$832,000 dollars remaining in this portion of the ARPA funding designation.

- *Discussion and Approval of FY23 Budget Calendar* – Latreese Caldwell reviewed the proposed FY23 Budget calendar with the committee. Department Heads and Elected Officials will have the opportunity to schedule budget sessions with Jennifer Karales from August 3-12, 2022.

Training for Board members on the new ReMarkable Tablets will occur at a future Finance and/or Committee of the Whole meeting. The tables will eliminate the need for budget books, extensive printing for the books, free up time for Admin staff to work on the budget and assist DHEO with budget questions and issues. Ms. Caldwell stated that current budget information and all updates will be uploaded on to the tables by Administration staff to Board members, and the public will have access to the same information via the County website.

Budget Presentations have been scheduled for September 7 & 8, 2022. Administration staff will contact DHEO to schedule individual presentations.

Member Gengler made a motion to approve the FY23 Budget Calendar, second by Member Cesich. **With five members present voting aye, the motion carried by a 5-0 vote.**

- *Discussion and Approval of FY23 Budget Parameters* – Member Kellogg stated that he asked staff to calculate 2.5 and 3. Percent salary increases. Ms. Karales reviewed the FY22 salary summaries with the committee, and the increases to the General fund and to other funds and how they affect the levy.

Discussion on union and non-union salaries, salaries under \$36,000 per year and part-time pay under \$18.00 per hour. The guidance will be 3% salary increase for non-union salaries, and those DHEO with employee salaries under \$36,000 and part-time pay under \$18 per hour will need to include justification in their budget presentation for additional increases for those employees.

Member Gengler made a motion to approve the FY23 Budget Parameters proposal, second by Member Cesich. **With five members present voting aye, the motion carried by a 5-0 vote.**

### **Items for the August 2, 2022 County Board Meeting**

#### *Approval of the American Rescue Plan Act Funds Non-Profit Grants*

**Items for the August 11, 2022 Committee of the Whole Meeting** – None

**Executive Session** – Not needed

**Adjournment** – Member Gryder made a motion to adjourn the Budget and Finance Committee meeting, second by Member DeBolt. **With five members present voting aye, the meeting was adjourned at 6:00p.m. by a vote of 5-0.**

Respectfully submitted,

Valarie McClain  
Administrative Assistant and Recording Clerk

**KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE**

***Kendall County Office Building***

***Rooms 209 and 210***

***111 W. Fox Street, Yorkville, Illinois***

**6:30 p.m.**

**Meeting Minutes of August 8, 2022 – Unofficial until Approved**

**CALL TO ORDER**

The meeting was called to order by Chairman Gengler at 6:31 p.m.

**ROLL CALL**

Committee Members Present: Elizabeth Flowers, Scott Gengler (Chairman), Judy Gilmour (Vice-Chairwoman), and Dan Koukol

Committee Members Absent: Robyn Vickers

Also Present: Matt Asselmeier (Senior Planner), Bonnie Johnson, Gerald Gapa, Bob Patula, and Kathy Patula

**APPROVAL OF AGENDA**

Member Koukol made a motion, seconded by Member Flowers, to approve the agenda as presented. With a voice vote of four (4) ayes, the motion carried.

**APPROVAL OF MINUTES**

Member Flowers made a motion, seconded by Member Gilmour, to approve the minutes of the July 11, 2022, meeting. With a voice vote of four (4) ayes, the motion carried.

**PUBLIC COMMENT**

None

**EXPENDITURE REPORT**

The Committee reviewed the expenditure report from July 2022.

**PETITIONS**

*Petition 22-01 Jose and Silvia Martinez - Committee Could Vote to Issue New, Additional Citations at This Property*

Mr. Asselmeier provided an email from Attorney Judd Lofchie stating the Petitioners had difficulty securing the services of an engineering company to do the stormwater permit application. The Petitioners were requesting a continuance to the September meeting in order to get the stormwater permit calculations. The Petitioners had not submitted a stormwater permit application. Pictures were also provided showing that the business was operational.

The next court date is August 10, 2022.

The Petitioners had secured an access permit from the Village of Oswego, but had not applied for a driveway permit from the County.

The consensus of the Committee was to require a stormwater permit of the Petitioners.

Chairman Gengler and Member Flowers favored issuing new, additional citations. Member Gilmour and Member Koukol favored waiting until September to issue new, additional citations.

The citations would be for installing a driveway without a permit and operating a landscaping business without a special use permit.

The Petitioners have been operating since 2018.

Member Flowers made a motion, seconded by Member Gilmour, to continue the Petition to the September meeting and require a stormwater management permit from the Petitioners.

With a voice vote of four (4) ayes, the motion carried.

The proposal will be on the September 12, 2022, Planning, Building and Zoning Committee agenda.

The citation for operating without a special use permit was issued in 2018. The original citation for installing the driveway without a permit occurred in 2018 with a second citation issued earlier in 2022.

*Petition 22-12 Kendall County Regional Planning Commission*

Mr. Asselmeier summarized the request.

On March 3, 2022, the County received a complaint regarding lights not working on the tower at Legion and Immanuel Roads. The tower owner fixed the matter.

Upon additional discussions, the suggestion was made to change the present language contained in Section 6:06.B.3.b, pertaining to design guidelines (lighting requirements) of telecommunication carrier facilities as follows:

“Lighting should be installed for security and safety purposes only. Except with respect to lighting required by the FCC or FAA, **which shall be conventional red lighting at night and may be white strobe during the day (unless required by the FAA or FCC to be white strobe at night)**, all lighting should be shielded so that no glare extends substantially beyond the boundaries or a facility.”

At their meeting on March 23, 2022, the Kendall County Comprehensive Land Plan and Ordinance Committee voted to forward a request to the Kendall County Regional Planning Commission to initiate a text amendment to the Zoning Ordinance as described in the above paragraph.

At their meeting on April 27, 2022, the Kendall County Regional Planning Commission voted to initiate the text amendment to the Zoning Ordinance as described in the above paragraph.

The proposal was emailed to the townships on May 31, 2022. No township submitted a response.

ZPAC reviewed the proposal at their meeting on June 7, 2022. It was noted that, if someone provided information from the FCC or FAA requiring different lighting requirements, the federal regulations would supersede County regulations. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

The Kendall County Regional Planning Commission reviewed the proposal at their meeting on

June 22, 2022. The Kendall County Regional Planning Commission recommended approval by a vote of seven (7) in favor and zero (0) in opposition with two (2) members absent. The minutes of the meeting were provided.

The Kendall County Zoning Board of Appeals held a public hearing on this proposal on June 27, 2022. No members of the public testified at the public hearing. Several members questioned the need for the regulation; they felt the FAA should already have lighting regulations. It was noted that FAA or other federal regulations would supersede Kendall County's regulations. The Kendall County Zoning Board of Appeals recommended approval of the text amendment by a vote of five (5) in favor and zero (0) in opposition with one (1) member absent. The minutes of the hearing were provided.

The draft ordinance was provided.

Member Flowers made motion, seconded by Member Gilmour, to recommend approval of the text amendment.

With a voice vote of four (4) ayes, the motion carried.

The proposal goes to the County Board on August 16, 2022, on the consent agenda.

*Petition 22-15 Bonnie R. Johnson on Behalf of the Bonnie R. Johnson Trust*

Mr. Asselmeier summarized the request.

The Petitioner would like to construct one (1) structure for agricultural labor housing on the subject property at 15402B Lisbon Center Road. The proposed structure will be a pole building with living quarters in one (1) end and a shop with equipment storage in the other end of the building. The agricultural laborer will assist with the required conservation practices applicable to the property, which is enrolled in the Illinois Forestry Program through the Illinois Department of Natural Resources and in the Conservation Reserve Program through the Natural Resource Conservation Service (NRCS)

The application materials, site plan, and proposed conditional use permit were provided.

The property is approximately fifteen (15) acres in size.

The existing land use is Agricultural/Farmstead. The future land use is Agricultural.

Lisbon Center Road is a Township maintained Local Road. There are no trails planned in the area.

There are no floodplains on the property. There is not a wetland on the property; there is a wetland (pond) on the property to the north.

The adjacent land uses are agricultural, wooded, and a pond. The adjacent properties are zoned A-1. The Future Land Use Map calls for the area to be Agricultural. The properties within one half (1/2) mile are zoned A-1 or A-1 BP.

EcoCAT Report not required.

The NRI application was submitted on July 15, 2022.

The Kendall County Zoning Ordinance, in Section 7:01.E.2, places the following requirements on conditional use permits for agricultural labor housing:

1. Shall be used in connection with an agricultural purpose as defined in State Statute 55ILCS 5/5-12001 as here after amended.
2. Shall meet all requirements of the Kendall County Health Department.
3. Shall be used for agricultural labor housing or living quarters for a groomsman, an employee watchman and immediate family.
4. Shall meet all required setbacks and minimum lot size.

The Petitioner agreed to the above conditions per the proposed conditional use permit.

Per the site plan, the proposed building will be at least seventy-nine feet (79') away from the eastern parcel line.

There are two (2) existing homes on the property.

The structure would be built with an agricultural exempt permit.

Member Koukol was excited that the Petitioner came to the County before constructing the new building. He also noted that the Petitioner did beautiful work on another project in the County. He thanked the Petitioner.

Member Koukol made motion, seconded by Member Gilmour to approve of the conditional use permit with the conditions proposed by Staff.

Mr. Asselmeier noted that the Petitioner had agreed to the eight (8) conditions proposed by Staff.

Member Gilmour asked how many people would live in the building. Bonnie Johnson, Petitioner, responded a maximum of two (2).

With a voice vote of four (4) ayes, the motion carried.

*Petition 22-17 Stephanie Stevenson C/O C. Wahlgren*

Mr. Asselmeier summarized the request.

On May 8, 1973, the Kendall County Board granted a special use permit for a commercial broadcasting station and radio tower at the subject property; this property was the original home of WSPY Radio. Ordinance 1973-9 was provided.

Condition 1 of Ordinance 1973-9 required the special use permit be reviewed every three (3) years. Condition 2 of Ordinance 1973-9 stated that the special use permit shall be revoked if the FCC permit was revoked. A check of FCC licensed towers on July 25, 2022, indicated that the subject tower was no longer permitted by the FCC.

On July 25, 2022, the owner of record submitted a request for voluntary revocation of the special use permit. This request was provided.

The draft revocation ordinance was provided.

The subject property is zoned A-1. If the special use permit is revoked, the property will retain its A-1 zoning classification and the tower may remain on the property.

Staff recommends approval of the proposed special use permit revocation.

Member Koukol made motion, seconded by Member Flowers, to recommend approval of the revocation.

With a voice vote of four (4) ayes, the motion carried.

The proposal goes to the County Board on August 16, 2022, on the consent agenda.

### **NEW BUSINESS**

#### **Approval of a Request from Michael Isadore to Renew the Special Use Permit for Swimming Lessons Granted by Ordinance 1982-02 at 15331 Burr Oak Road, Plano**

Mr. Asselmeier summarized the request.

In 1982, the Kendall County Board granted a special use permit for swimming lessons at 15331 Burr Oak Road (Ordinance 1982-2). Restriction #1 of this special use permit required annual renewal by the County Board/Committee.

On July 11, 2022, the property owner, Michael Isadore, submitted an email requesting the special use permit be renewed.

Member Koukol noted that the Committee explored giving the Petitioner longer periods between renewals, but an amendment to that effect would be costly and take time to complete.

Member Koukol made a motion, seconded by Member Flowers, to approve the renewal as requested.

With a voice vote of four (4) ayes, the motion carried.

#### **NPDES Survey Results**

Mr. Asselmeier summarized the results.

The County sent the NPDES survey to the townships at the end of June.

2022 was the fourth time the County sent the survey. Three (3) townships responded, which was down from four (4) townships in 2021 and 2020 and five (5) townships in 2019.

The topic of how to properly store and dispose common household products remained the most popular topic for increased learning.

For the first time, a majority of respondents said that they utilize the stormwater information on the County's website.

Over the years, respondents have not utilized volunteer information on the County's website and that remained true in 2022.

Respondents were least interested in river clean-ups; this has been historically the case.



Respondents would like the County to perform more visual inspections and perform more grab samples downstream when illicit discharges occur. The Townships have historically responded the same to this question.

Townships historically felt that the County does an adequate job of inspecting soil erosion and sediment control at construction sites and this remained true with in the 2022 survey.

2022 was the first year with the question regarding good housekeeping. None of the responding townships felt that they had a clear understanding of good housekeeping.

Historically, the question regarding adequate resources for training on stormwater pollution prevention practices have been mixed. In 2022, the majority of townships responded no to this question.

Historically, the townships have felt that the County was not taking necessary steps to reduce flooding; this view held true with the 2022 respondents.

The composite survey response sheet was provided.

Discussion occurred regarding drainage districts. Some portions of the County do not have drainage districts and creating new drainage districts is difficult.

Discussion occurred regarding flooding in Seward and Lisbon Townships; these tend to be flash floods and situations where drain inlets get clogged.

Member Gilmour asked what specific steps the townships wanted the County to undertake. Mr. Asselmeier responded that Seward Township was the only township to submit comments. It is not the County's job to remove trees from waterways. The County is responsible for maintaining the ditches along County highways. Member Gilmour requested that Mr. Asselmeier notify Seward Township that it is not the County's job to remove trees from creeks and rivers.

Chairman Gengler asked how the questions were created. Mr. Asselmeier responded that the questions were created by a combination of Staff, WBK, and input from the Planning, Building and Zoning Committee in 2018 as a tool of public outreach.

Mr. Asselmeier will contact WBK and the townships to see if there was a method to encourage greater participation by the townships.

## **OLD BUSINESS**

### **Update on Hiring Part-Time Code Enforcement Officer**

Mr. Asselmeier reported that seven (7) or eight (8) people were invited to interview. Interviews are ongoing. Hopefully, the position will be filled within the next month. Tina Dado, Brian Holdiman, and Mr. Asselmeier were conducting interviews.

### **Request for Guidance Regarding a Junk and Debris Issue and Container without a Permit at 19 N. Cherry Drive, Oswego: Committee Could Vote to Issue Citations at This Property**

Mr. Asselmeier provided the minutes from the June 13, 2022, meeting where the Committee gave the property owner until September 1, 2022 to remove the container. He also provided pictures and background information on the property.

Gerald Gapa, property owner, explained the situation and provided a letter stating that the

container will be removed by September 5, 2022, and debris out of the yard in the next month.

Member Koukol favored granting an extension and noted the amount of belongings in the container. Furniture and other household items are in the container.

Discussion occurred regarding the timeline from the issuance of the citation to a court date. If a citation is issued on September 2<sup>nd</sup>, it would take at least ten (10) days to get to court, depending on servicing. Pictures would be taken throughout the timeframe between citation and court.

Mr. Gapa would like to move to Michigan by spring 2023.

Member Flowers favored keeping the original deadline.

Member Gilmour favored granting an extension.

Chairman Gengler favored keeping the original deadline.

Member Chairman Gengler made a motion, seconded by Member Flowers, to retain the September 1<sup>st</sup> deadline.

With a voice vote of four (4) ayes, the motion carried.

Mr. Asselmeier requested that Mr. Gapa notify the Department when the container is moved, if the container is moved prior to September 1<sup>st</sup>.

Bob Patula asked when the junk and debris would be removed. The contractor should be back during the week of August 15<sup>th</sup>.

Kathy Patula believed that the matter will end up in court and the County will ultimately take over the property. Member Koukol discussed the issues at 1539 Collins Road.

*Discussion of Having a Planning, Building and Zoning Committee Meeting in Boulder Hill in 2022*

The Planning, Building and Zoning Committee will have a special meeting in the cafeteria at Boulder Hill Elementary School on September 14, 2022. The meeting will start at 6:30 p.m. with doors opening at 6:00 p.m.

The Committee reviewed the draft agenda.

Mr. Asselmeier said representatives of Oswego Township, Sheriff's Department, and Health Department have been invited.

The intent of having the meeting in the cafeteria was to have space for social distancing.

Member Gilmour asked if residents would have a time limit or some other way to process questions. The suggestion was made to ask attendees to writing their comments, questions, or concerns on a card. Cards and pens would be placed near the sign-in area.

Chairman Gengler requested that protocol of the meeting be on the September 12, 2022, Planning, Building and Zoning Committee meeting. Overview of the meeting would be added as an agenda item for the September 14, 2022 agenda.

Questions would be added to agenda item number 3 on the September 14<sup>th</sup> agenda.

#### **REVIEW VIOLATION REPORT**

The Committee reviewed the violation report. Discussion occurred regarding the next steps related to cleaning up 1539 Collins Road.

#### **REVIEW NON-VIOLATION REPORT**

The Committee reviewed the non-violation report.

Mr. Asselmeier discussed the noise and event space issue at a property on Creek Road.

#### **UPDATE FOR HISTORIC PRESERVATION COMMISSION**

*August 15, 2022 Historic Preservation Group Meeting in Newark*

Mr. Asselmeier said the Historic Preservation Commission will have a meeting with other historic preservation organizations on August 15, 2022, at 6:00 p.m., at the Fern Dell School and Museum. The draft agenda for the meeting was provided.

The contract with WJE to conduct the historic structure survey and the signed grant agreement have been submitted to the Illinois Historic Preservation Agency.

#### **REVIEW PERMIT REPORT**

The Committee reviewed the report.

#### **REVIEW REVENUE REPORT**

The Committee reviewed the report.

#### **CORRESPONDENCE**

None

#### **COMMENTS FROM THE PRESS**

None

#### **EXECUTIVE SESSION**

None

#### **ADJOURNMENT**

Member Flowers made a motion, seconded by Member Gilmour, to adjourn. With a voice vote of four (4) ayes, the motion carried.

Chairman Gengler adjourned the meeting at 7:49 p.m.

Minutes prepared by Matthew H. Asselmeier, AICP, CFM Senior Planner

Enc.



# Kendall County Agenda Briefing

**Committee:** Planning, Building and Zoning

**Meeting Date:** August 8, 2022

**Amount:** N/A

**Budget:** N/A

**Issue:** Petition 22-17 Request from Stephanie Stevenson C/O C. Wahlgren for the Revocation of a Special Use Permit Granted by Ordinance 1973-9 for a Commercial Broadcasting Station and Radio Tower at 15625 Burr Oak Road (PINs: 01-33-200-005 and 01-33-100-042) in Little Rock Township; Properties are Zoned A-1 Agricultural

## Background and Discussion:

On May 8, 1973, the Kendall County Board granted a special use permit for a commercial broadcasting station and radio tower at the subject property; this property was the original home of WSPY Radio. Ordinance 1973-9 is included.

Condition 1 of Ordinance 1973-9 required the special use permit be reviewed every three (3) years. Condition 2 of Ordinance 1973-9 stated that the special use permit shall be revoked if the FCC permit was revoked. A check of FCC licensed towers on July 25, 2022, indicated that the subject tower was no longer permitted by the FCC. On July 25, 2022, the owner of record submitted a request for voluntary revocation of the special use permit.

The subject property is zoned A-1. If the special use permit is revoked, the property will retain its A-1 zoning classification and the tower may remain on the property.

The information for the Petition can be found here,  
<https://www.kendallcountyil.gov/home/showpublisheddocument/24643/637949423331200000>

The draft ordinance is attached.

## Committee Action:

PBZ Committee-Approval (4-0-1)

## Staff Recommendation:

Approval

**Prepared by:** Matthew H. Asselmeier, AICP, CFM

**Department:** Planning, Building and Zoning Department

**Date:** August 9, 2022

ORDINANCE

73-9

Pl 01-33-200-001  
Pl. 01-33-100-005

AMENDING KENDALL COUNTY ZONING ORDINANCE AS AMENDED

WHEREAS, John Silver and "SPY" Broadcasting Systems, Inc. did petition the Zoning Board of Appeals of Kendall County for a public hearing in the manner required by law and the ordinances of Kendall County, Illinois for a proposed amendment to the Kendall County Zoning Ordinance adopted May 10, 1960, and

WHEREAS, said Zoning Board of Appeals did thereupon publish notice of a hearing on said proposed amendment to said Zoning Ordinance as provided by the Statutes of the State of Illinois, and did then hold a public hearing on said proposed amendment on the 27th day of April, A.D. 1973 on the site described in the petition and at the conclusion of said hearing said Zoning Board of Appeals voted in favor of recommending to the County Board of Kendall County, Illinois that the petition be granted and the Zoning maps and ordinance be amended in the manner required by law.

NOW THEREFORE, BE IT ORDAINED by the County Board of Kendall County, Illinois that the following described property be and it is hereby rezoned from "A" Agricultural District to "A" Agricultural District Special Use for a commercial broadcasting station and radio tower and that the County Clerk be and she is hereby ordered and directed to change the zoning map, to show the change in zoning classification:

A five (5) acre tract situated in the southwest quarter of Section 33, Township 37 North, Range 6, east of the third principal meridian, fronting on Burr Oak Road, (The southeast corner of the five-acre tract is approximately 450 feet from the point at which the half section line and Burr Oak Road intersect) in the Township of Little Rock, Kendall County, Illinois.

A1-SU

vague

BE IT FURTHER ORDAINED that the above Special Use classification shall be expressly made subject to the following conditions:

1. That the Special Use be reviewed every three years.
2. That the Special Use be revoked in case F.C.C. permit was revoked.
3. That the granting of the rezoning would be an asset to the surrounding Communities.

Passed this 8th day of May, 1973.

James C Mann  
Chairman County Board, Kendall County

ATTEST:

John P. Brady  
County Clerk

**ORDINANCE NUMBER 2022-\_\_\_\_\_**

**REVOKING A SPECIAL USE PERMIT FOR A COMMERCIAL BROADCASTING STATION  
AND RADIO TOWER GRANTED BY ORDINANCE 1973-9 AT 15625 BURR OAK ROAD (PINS:  
01-33-200-005 AND 01-33-100-042) IN LITTLE ROCK TOWNSHIP**

WHEREAS, Section 13:08 of the Kendall County Zoning Ordinance permits the Kendall County Board to issue special use permits and place conditions on special use permits and provides the procedure through which special use permits are granted; and

WHEREAS, Section 13:08.F of the Kendall County Zoning Ordinance allows a special use permit holder to request revocation of said special use by written request to the County Board; and

WHEREAS, pursuant to Section 13:08.F of the Kendall County Zoning Ordinance, no public hearing is required for an owner-initiated revocation; and

WHEREAS, the property which is the subject of this Ordinance has been, at all relevant times, and remains currently located within the A-1 Agricultural District and consists of approximately 35.55 acres of which approximately 5.00 acres has a special use permit and is identified by Parcel Identification Numbers 01-33-200-005 and 01-33-100-042, also known as 15625 Burr Oak Road, in Little Rock Township. The legal description for the subject property is set forth in Exhibit A attached hereto and incorporated by reference, and this property shall hereinafter be referred to as “the subject property”; and

WHEREAS, the Kendall County Board granted a special use permit through Ordinance 1973-9 on the subject property on May 8, 1973, for a commercial broadcasting station and radio tower; and

WHEREAS, Condition 1 of Ordinance 1973-9 requires that the special use permit be reviewed every 3 years; and

WHEREAS, Stephanie Stevenson c/o C. Wahlgren is the owner of record of the subject property and shall hereinafter be referred to as “The Petitioner”; and

WHEREAS, The Petitioner no longer desires the special use permit and has stated in a letter as provided in attached Exhibit “B” that they voluntarily request that Kendall County revoke the special use permit on the above-referenced property; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, as follows:

1. The Kendall County Board hereby revokes the special use permit for a church, parsonage, church school, and church daycare granted by Ordinance 1973-9.
2. The Zoning Administrator and other appropriate County Officials are hereby authorized and directed to amend the Official Zoning Map of Kendall County to reflect the revocation of the special use permit granted by Ordinance 1973-9.

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 16<sup>th</sup> day of August, 2022.

State of Illinois  
County of Kendall

Zoning Petition  
#22-17

Attest:

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Kendall County Clerk  
Debbie Gillette

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Kendall County Board Chairman  
Scott R. Gryder



**LEGAL DESCRIPTION****PARCEL ONE**

THAT PART OF SECTION 33, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF DEER RIDGE P.U.D BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 32 AND PART OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, LITTLE ROCK TOWNSHIP, KENDALL COUNTY, ILLINOIS, ACCORDING TO SUBDIVISION PLAT OF RECORD DOCUMENT #2001-1549, SAID POINT BEING A POINT ON THE CENTERLINE OF BURR OAK ROAD FOR THE POINT OF BEGINNING, THENCE NORTH 38 DEGREES 21 MINUTES 56 SECONDS EAST ALONG THE EAST LINE OF SAID DEER RIDGE P U D. 1072.82 FEET TO THE NORTHEAST CORNER OF SAID DEER RIDGE P U D., THENCE SOUTH 89 DEGREES 41 MINUTES 34 SECONDS EAST ALONG THE SOUTH LINE OF THE BLUFFS P U D BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, LITTLE ROCK TOWNSHIP, KENDALL COUNTY, ILLINOIS, ACCORDING TO SUBDIVISION PLAT OF RECORD DOCUMENT #2000-00949, A DISTANCE OF 697.69 FEET TO THE SOUTHEAST CORNER OF SAID THE BLUFFS P U D, THENCE NORTH 01 DEGREE 55 MINUTES 26 SECONDS WEST ALONG THE EAST LINE OF SAID THE BLUFFS P.U.D 199.71 FEET TO THE CENTERLINE OF LITTLE ROCK CREEK, THENCE SOUTH 41 DEGREES 58 MINUTES 26 SECONDS EAST ALONG SAID CENTERLINE 123.87 FEET, THENCE SOUTH 16 DEGREES 16 MINUTES 49 SECONDS EAST ALONG SAID CENTERLINE, 235.75 FEET, THENCE SOUTH 19 DEGREES 30 MINUTES 57 SECONDS WEST ALONG SAID CENTERLINE, 193.72 FEET; THENCE SOUTH 54 DEGREES 06 MINUTES 26 SECONDS WEST ALONG SAID CENTERLINE, 108.41 FEET, THENCE SOUTH 28 DEGREES 24 MINUTES 03 SECONDS WEST ALONG SAID CENTERLINE, 403.33 FEET, THENCE SOUTH 14 DEGREES 13 MINUTES 24 SECONDS EAST ALONG SAID CENTERLINE, 343.35 FEET, THENCE SOUTH 48 DEGREES 35 MINUTES 22 SECONDS EAST ALONG SAID CENTERLINE, 221.89 FEET, THENCE SOUTH 66 DEGREES 22 MINUTES 14 SECONDS EAST ALONG SAID CENTERLINE, 242.19 FEET, THENCE NORTH 83 DEGREES 13 MINUTES 28 SECONDS EAST ALONG SAID CENTERLINE, 117.54 FEET, THENCE NORTH 55 DEGREES 09 MINUTES 51 SECONDS EAST ALONG SAID CENTERLINE, 208.38 FEET, THENCE NORTH 34 DEGREES 08 MINUTES 56 SECONDS EAST ALONG SAID CENTERLINE, 67.60 FEET, THENCE NORTH 02 DEGREES 53 MINUTES 11 SECONDS WEST ALONG SAID CENTERLINE, 40.11 FEET; THENCE NORTH 39 DEGREES 04 MINUTES 14 SECONDS WEST ALONG SAID CENTERLINE, 80.65

FEET, THENCE NORTH 52 DEGREES 46 MINUTES 45 SECONDS WEST ALONG SAID CENTERLINE, 43 96 FEET, THENCE NORTH 18 DEGREES 06 MINUTES 58 SECONDS EAST ALONG SAID CENTERLINE, 57 38 FEET, THENCE NORTH 57 DEGREES 00 MINUTES 22 SECONDS EAST ALONG SAID CENTERLINE, 53 78 FEET, THENCE SOUTH 48 DEGREES 14 MINUTES 23 SECONDS EAST ALONG SAID CENTERLINE, 227 44 FEET, THENCE SOUTH 34 DEGREES 17 MINUTES 13 SECONDS EAST ALONG SAID CENTERLINE, 68 55 FEET, THENCE SOUTH 32 DEGREES 44 MINUTES 15 SECONDS WEST, 922 37 FEET TO A POINT ON THE CENTERLINE OF SAID BURR OAK ROAD, THENCE NORTH 57 DEGREES 39 MINUTES 44 SECONDS WEST ALONG SAID CENTERLINE OF SAID BURR OAK ROAD, 1946 16 FEET TO THE POINT OF BEGINNING CONTAINING 40 0000 ACRES MORE OR LESS, ALL IN THE TOWNSHIP OF LITTLE ROCK, KENDALL COUNTY, ILLINOIS

EXCEPTING THEREFROM THE FOLLOWING PART THEREOF, TO-WIT

THAT PART OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING DESCRIBED BY COMMENCING AT THE SOUTHEAST CORNER OF DEER RIDGE P U D. BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 32 AND PART OF THE NORTHWEST QUARTER OF SECTION 33, TOWNSHIP 37 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, LITTLE ROCK TOWNSHIP, KENDALL COUNTY, ILLINOIS, ACCORDING TO SUBDIVISION PLAT OF RECORD DOCUMENT #2001-1549, SAID POINT BEING A POINT ON THE CENTERLINE OF BURR OAK ROAD FOR THE POINT OF BEGINNING, THENCE NORTH 38 DEGREES 21 MINUTES 56 SECONDS EAST ALONG THE EAST LINE OF SAID DEER RIDGE P U D, A DISTANCE OF 394.97 FEET, THENCE SOUTH 57 DEGREES 39 MINUTES 44 SECONDS EAST PARALLEL WITH THE CENTERLINE OF SAID BURR OAK ROAD, A DISTANCE OF 534.79 FEET, THENCE SOUTH 32 DEGREES 20 MINUTES 16 SECONDS WEST AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE, A DISTANCE OF 392.79 FEET TO A POINT IN SAID CENTERLINE OF BURR OAK ROAD; THENCE NORTH 57 DEGREES 39 MINUTES 44 SECONDS WEST ALONG SAID CENTERLINE OF BURR OAK ROAD, A DISTANCE OF 576 26 FEET TO THE POINT OF BEGINNING, ALL IN THE TOWNSHIP OF LITTLE ROCK, KENDALL COUNTY, ILLINOIS

Common Address    15625 Burr Oak Road, Plano, Illinois  
                             15681 Burr Oak Road, Plano, Illinois

PIN· 01-33-100-042 and 01-33-200-005

July 12, 2022

Kendall County  
Planning, Building and Zoning  
Attn: Matthew H. Asselmeier  
111 West Fox Street Room 203  
Yorkville, IL 60560-1498  
Phone: 630-553-4139 Fax: 630.553.4179

I Stephanie Stevenson am the owner at 15625 Burr Oak Road (PINs:01-33-200-005 and 01-  
(First & Last Name) (Address of property)  
33-100-042

On May 8, 1973, the property was granted a special use (Ordinance 1973-09). The special use granted in 1973 was granted for a commercial broadcasting station and radio tower.

Pursuant to Section 13:08.F of the Kendall County Zoning Ordinance, we hereby voluntarily request that Kendall County revoke my special use on the above-referenced property. By signing below, I acknowledge that no public hearing shall be conducted for revocation of the special use. I understand that the requested revocation shall not become effective unless and until approved by a majority vote of the Kendall County Board. By signing below, I hereby waive my right to a public hearing and formally request the above-referenced special use be removed from my property.

  
(Signature)

7-20-22  
(Date)

Stephanie Stevenson  
(Printed Name)

Attest: \_\_\_\_\_  
Notary Public





**DEPARTMENT OF PLANNING, BUILDING & ZONING**

111 West Fox Street • Room 204

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

July 12, 2022

Stephanie Stevenson  
c/o C. Wahlgren



MAI  
Address  
below  
update

Cliff house = 01-33-20005  
01-33-100-042  
Farm House

100-043 Steph's  
house

Re: Special Use Permit for a Commercial Broadcasting Station and Radio Tower at 15625 Burr Oak Road, Plano, IL

Dear Stephanie Stevenson:

The Kendall County Planning, Building and Zoning Department is currently reviewing special use permits issued by Kendall County over the last few years.

According to our records, you own the properties identified by Parcel Identification Numbers 01-33-200-005 and 01-33-100-042 at 15625 Burr Oak Road, Plano, Illinois. This property has a special use permit from 1973 allowing a commercial broadcasting station and radio tower on the property. A copy of the special use permit is attached. Pursuant to condition #3, this special use permit shall be reviewed every three (3) years.

We would like to know if you desire to keep this special use permit. If you would like to keep the special use permit, no further action is needed. If you would like the special use permit revoked, please complete the attached revocation form. There is no cost to you for revoking the special use permit and your property would retain its current A-1 zoning classification.

If you have any questions regarding this letter, please contact Matt Asselmeier, Senior Planner at 630-553-4139 or [masselmeier@kendallcountyil.gov](mailto:masselmeier@kendallcountyil.gov).

Thank you for your assistance on this matter.

Sincerely,

**COUNTY OF KENDALL**

Matthew H. Asselmeier, AICP, CFM  
Senior Planner

Enc: Ordinance 1973-09  
Revocation Letter

Mailing Change of  
address:

c/o C. Wahlgren



**INTERGOVERNMENTAL AGREEMENT FOR  
ADMINISTRATIVE AND TREASURY SERVICES**

**THIS INTERGOVERNMENTAL AGREEMENT** (*“the Agreement”*) is by and between the County of Kendall, Illinois, a unit of local government of the State of Illinois (*“Kendall County”*), Jill Ferko, in her official capacity as Kendall County Treasurer (*“Kendall County Treasurer”*) and the Veterans Assistance Commission of Kendall County (*“VACKC”*).

**WITNESSETH:**

**WHEREAS**, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

**WHEREAS**, Kendall County and the VACKC (the *“parties”*) are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 who are authorized to enter into intergovernmental agreements pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

**WHEREAS**, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that any county may participate in an intergovernmental agreement under this Act notwithstanding the absence of specific authority under the State law to perform the service involved, provided that the unit of local government contracting with Kendall County has authority to perform the service; and

**WHEREAS**, in an effort to reduce costs to the taxpayers of Kendall County, the parties wish to enter into an intergovernmental agreement wherein Kendall County shall provide various

administrative and treasury services for the VACKC including, but not limited to, insurance administration and recordkeeping by Kendall County; and

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants hereafter set forth, the parties agree as follows:

1. The foregoing preambles are hereby incorporated into this Agreement as if fully restated in this Paragraph 1.

2. The VACKC shall continue to operate in office space provided by Kendall County in offices that are equal or greater than the space currently occupied when this Agreement is enacted. Any future relocation of the VACKC offices shall be mutually agreed upon by both parties prior to the move or any contract that would facilitate a move.

3. **OBLIGATIONS OF KENDALL COUNTY:** Kendall County agrees to provide the following services to the VACKC:

- a. Kendall County agrees to provide the VACKC's telephones, internet service, and tech support for the VACKC's networked computers. This shall permit the VACKC to remain linked to Kendall County's website and receive updates to Kendall County software applications and databases in order to remain compatible with various databases utilized by Kendall County for the purpose of communications, expense vouchers, budgets, and other administrative purposes. The VACKC will be responsible for purchasing, supporting and upgrading software applications used solely for VACKC's mission. The VACKC is responsible for technical support for these applications. Kendall County's internal technical staff will provide assistance with their capabilities.

- b. Kendall County agrees that the required bonding expenses for the VACKC employees will continue to be provided by Kendall County in order to obtain a cheaper rate. This expense shall be paid out of an approved VACKC budgetary line item. The result would be an administrative transfer of funds from the VACKC's Special Fund administered by the Kendall County Treasurer to Kendall County to reimburse Kendall County for these expenses.
- c. Continue to list the VACKC as an additional insured on Kendall County's current insurance plan, which shall provide coverage for (a) worker's compensation and occupational disease disability insurance; (b) employer's comprehensive general liability insurance for both personal injury and property damage; (c) comprehensive business automobile liability insurance; and (d) excess liability insurance. Nothing in this Agreement shall prevent the VACKC from obtaining its own insurance coverage or insurance coverage in excess of what is already provided under Kendall County's current insurance plans.
- d. Continue to permit the VACKC employees to maintain coverage under Kendall County's health, dental, life insurance plans, and other benefits that are offered to Kendall County employees.
- e. Continue to prepare and maintain records regarding the VACKC and its employees' insurance coverage under Kendall County's applicable insurance policies.
- f. Continue to provide facilities maintenance services to the VACKC office space provided by Kendall County.
- g. Continue to provide operation and maintenance of copy, fax, and scanning equipment.
- h. Continue to provide technical assistance to the VACKC's facilities management issues.

- i. Continue to provide operation and troubleshooting assistance for the VACKC's networked printers and computers.
- j. Continue to supply toner (ink) and paper to the VACKC's network printers that are acquired through Technology's purchasing program;
- k. Forward all VACKC employees' personnel files and other personnel records in Kendall County's possession to the VACKC so that said records may be maintained by the VACKC.
- l. Forward all complaints received about the VACKC's personnel and/or operations to the VACKC for the VACKC's review and processing and provide Kendall County Inspector General's investigative services when requested by VACKC for investigation of said complaints.
- m. Perform special facilities, technology and/or other administrative service projects as requested by the VACKC and approved by Kendall County.
- n. Kendall County shall permit the VACKC vehicles access to Kendall County accounts for fuel as an additional cost savings initiative. Kendall County will be reimbursed for fuel costs by the VACKC through transfers of funds from annual budgetary line items.
- o. The Treasurer and/or their designees agree to provide the following treasury services to VACKC:
  - a. Conduct payroll services for VACKC employees.
  - b. Maintain all accounts payable and accounts receivable for VACKC.
  - c. Receive and safely keep the revenues and other public monies of VACKC and reimburse the same.
  - d. Deposit, invest, and distribute monies on behalf of VACKC.



- e. Preserve accounting and financial records for VACKC's revenues and expenses, which come into the possession of the Treasurer.
  - f. Any other duties as agreed to in writing by the Treasurer and VACKC.
4. **OBLIGATIONS OF THE VACKC:** The VACKC agrees to do the following:
- a. The VACKC will annually fund the budgetary line items that will pay the annual percentage of the employer's portion for the listed employee benefits:
    - FICA
    - Health and Life Insurances
    - Unemployment Tax
    - Workers' Compensation
    - Overtime
  - b. Promptly reimburse Kendall County and/or the Kendall County Treasurer for expenses that Kendall County and/or the Kendall County Treasurer incurs on the VACKC's behalf (other than toner and printer paper) while performing the administrative and treasury services set forth above in this Agreement. The terms surrounding these expenses are further discussed in Section 5.
  - c. The VACKC agrees to operate within the established parameters of the various laws that impact the VACKC including the submittal of reports to all required government agencies.
  - d. The VACKC shall maintain well trained and accredited personnel and provide for the necessary training and the associated expenses (i.e.: fees, transportation, lodging, and meal allowance expenses) through funded line items in the VACKC's annual budget. It is understood by both parties that the personnel must remain current with changes in State and Federal laws that impact the benefits of Kendall County veterans and families of veterans.

- e. The VACKC agrees to provide for all associated operating expenses except those previously noted in this Agreement. The VACKC agrees to make every attempt to manage their expenditures in a fiscally responsible manner and operate within the negotiated budget.

5. **EXPENSES.** The VACKC agrees that the term “expenses” expressly includes all deductibles incurred for the VACKC’s claims under the insurance policies maintained by Kendall County. The parties agree that the VACKC shall not be responsible for labor costs and Kendall County resource expenses (i.e., computers, networks, telephones, etc.) incurred by Kendall County’s employees while Kendall County employees perform the services set forth in this Agreement.

The VACKC agrees to reimburse Kendall County and the Kendall County Treasurer for any such expenses within thirty (30) calendar days of receipt of an invoice from Kendall County and/or the Kendall County Treasurer. Kendall County and Kendall County Treasurer agree to notify the VACKC prior to incurring any billable expense, except in the event of an emergency in which case Kendall County and Kendall County Treasurer agree that all expenses not submitted to the VACKC for reimbursement within one calendar year from the date it was paid by Kendall County and/or Kendall County Treasurer are deemed waived, and Kendall County and the Kendall County Treasurer are no longer entitled to reimbursement of that expense.

6. **DURATION.** This Agreement shall continue for a period of two (2) years after the parties’ execution of this Agreement and will automatically renew for successive additional one (1) year terms. Any party may terminate this Agreement at any time by providing one-hundred-twenty (120) calendar days advance written notice to all other parties.

7. **ASSIGNMENT.** This Agreement and the rights of the parties hereunder may not be assigned without consent (except by operation of law), and the terms and conditions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of the parties hereto. Nothing in this Agreement, express or implied, is intended to confer upon any party, other than the parties and their respective successors and assignees, any rights, remedies, obligations or liabilities under or by reason of such agreements.

8. **NOTICE.** Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by certified mail, or courier service and received. As such, all notices required or permitted hereunder shall be in writing and may be given by depositing the same in the United States mail, addressed to the party to be notified, postage prepaid and certified with the return receipt requested. Copies of all notices from all parties must be forwarded to the Kendall County State's Attorney, 807 John Street, Yorkville, Illinois 60560.

*If to Kendall County:*

Kendall County Board Chairman  
111 W. Fox Street  
Yorkville, Illinois 60560

*If to Kendall County Treasurer:*

Kendall County Treasurer  
111 W. Fox Street  
Yorkville, Illinois 60560

*If to the Veterans Assistance Commission  
of Kendall County:*

President of the Veterans Assistance Commission  
of Kendall County  
811 West John Street  
Yorkville, Illinois 60560

9. **MODIFICATION/SEVERABILITY.** This Agreement shall be interpreted and enforced under the laws of the State of Illinois. Any legal proceeding related to enforcement of this Agreement shall be brought in the Circuit Court of Kendall County, Illinois. If any provision

of this Agreement shall be declared or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal and enforceable so as to most nearly retain the intent of the parties, and, if such modification is not possible, such provision shall be severed from this Agreement, and in either case the validity, legality, and enforceability of the remaining provisions of this Agreement shall not in any way be affected thereby.

10. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement between the parties as it relates to administrative and treasury services to be performed by Kendall County and Kendall County Treasurer, and there are no other promises or conditions in any other agreement whether oral or written related to the administrative and treasury services to be provided by Kendall County and Kendall County Treasurer, to the VACKC. Except as stated herein, this Agreement supersedes and revokes any other prior written or oral agreements or letters of cooperation between the parties regarding this subject matter and may not be further modified except in writing and signed by all parties.

11. **VALID SIGNATURES.** Kendall County, the Kendall County Treasurer, and the VACKC each hereby warrant and represent that their respective signatures set forth below have been, and are on the date of this Agreement, duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this Intergovernmental Agreement to be executed by their duly authorized officers on the \_\_\_\_ day of \_\_\_\_\_ , 20\_\_\_\_.

**County of Kendall, Illinois**

**Veterans Assistance Commission of Kendall County**

By: \_\_\_\_\_  
Chair, Kendall County Board

By: \_\_\_\_\_  
President, Veterans Assistance Commission of Kendall County

*Attest:*

*Attest:*

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Secretary

**Kendall County Treasurer**

By: \_\_\_\_\_  
Kendall County Treasurer

*Attest:*

\_\_\_\_\_  
County Clerk

<b>Kendall County Clerk</b>				
<b>Revenue Report</b>		<b>7/1/22-7/31/22</b>	<b>7/1/21-7/31/21</b>	<b>7/1/20-7/31/20</b>
<b>Line Item</b>	<b>Fund</b>	<b>Revenue</b>	<b>Revenue</b>	<b>Revenue</b>
CLKFEE	County Clerk Fees	\$750.50	\$1,223.50	\$1,154.50
MARFEE	County Clerk Fees - Marriage License	\$2,100.00	\$2,310.00	\$2,370.00
CIVFEE	County Clerk Fees - Civil Union	\$0.00	\$0.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$35.00	\$35.00	\$75.00
CRTCOP	County Clerk Fees - Certified Copy	\$2,034.00	\$1,906.00	\$2,222.00
NOTARY	County Clerk Fees - Notary	\$225.00	\$285.00	\$215.00
MISINC	County Clerk Fees - Misc	\$177.00	\$34.00	\$42.50
	County Clerk Fees - Misc Total	\$5,321.50	\$5,793.50	\$6,079.00
RECFEE	County Clerk Fees - Recording	\$26,583.00	\$42,133.00	\$39,809.00
	Total County Clerk Fees	\$31,904.50	\$47,926.50	\$45,888.00
CTYREV	County Revenue	\$56,112.75	\$58,817.25	\$37,133.75
DCSTOR	Doc Storage	\$15,370.50	\$24,659.50	\$23,348.50
GISMAP	GIS Mapping	\$48,722.00	\$78,120.00	\$73,980.00
GISRCD	GIS Recording	\$3,248.00	\$5,208.00	\$4,932.00
INTRST	Interest	\$27.57	\$32.78	\$25.87
RECMIS	Recorder's Misc	\$3,675.50	\$443.00	\$11,208.75
RHSP	RHSP/Housing Surcharge	\$13,509.00	\$22,023.00	\$20,781.00
TAXCRT	Tax Certificate Fee	\$600.00	\$520.00	\$640.00
TAXFEE	Tax Sale Fees	\$0.00	\$0.00	\$60.00
PSTFEE	Postage Fees			
CK # 19518	To KC Treasurer	\$173,169.82	\$237,750.03	\$217,997.87
Death Certificate Surcharge sent from Clerk's office \$1368.00 ck # 19516				
Dom Viol Fund sent from Clerk's office \$350.00 ck 19517				

# Office of Jill Ferko

Kendall County Treasurer & Collector

111 W. Fox Street Yorkville, IL 60560

## **Kendall County General Fund**

### QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES FOR EIGHT MONTHS ENDED 07/31/2022

<b><u>REVENUES*</u></b>	<b><u>Annual Budget</u></b>	<b><u>2022 YTD Actual</u></b>	<b><u>2022 YTD% %</u></b>	<b><u>2021 YTD Actual</u></b>	<b><u>2021 YTD %</u></b>
Personal Property Repl. Tax	\$465,000	\$996,276	214.25%	\$454,425	116.52%
State Income Tax	\$2,574,336	\$2,825,294	109.75%	\$2,173,983	94.52%
Local Use Tax	\$950,000	\$516,816	54.40%	\$552,387	61.38%
State Sales Tax	\$583,000	\$545,955	93.65%	\$295,023	55.66%
County Clerk Fees	\$350,000	\$245,948	70.27%	\$354,933	109.21%
Circuit Clerk Fees	\$1,250,000	\$742,876	59.43%	\$794,227	65.10%
Fines & Foreits/St Atty.	\$275,000	\$217,937	79.25%	\$169,061	61.48%
Building and Zoning	\$75,000	\$79,645	106.19%	\$101,550	149.34%
Interest Income	\$40,000	\$60,841	152.10%	\$13,942	13.94%
Health Insurance - Empl. Ded.	\$1,588,649	\$785,992	49.48%	\$201,334	13.72%
1/4 Cent Sales Tax	\$3,228,750	\$2,160,403	66.91%	\$1,849,679	60.15%
County Real Estate Transf Tax	\$450,000	\$398,478	88.55%	\$386,126	85.81%
Federal Inmate Revenue	\$1,898,000	\$1,057,680	55.73%	\$1,065,120	52.11%
Sheriff Fees	\$115,000	\$61,740	53.69%	\$53,278	38.06%
<b>TOTALS</b>	<b>\$13,842,735</b>	<b>\$10,695,880</b>	<b>77.27%</b>	<b>\$8,465,067</b>	<b>63.72%</b>
<b>Public Safety Sales Tax</b>	<b>\$5,512,500</b>	<b>\$4,056,494</b>	<b>73.59%</b>	<b>\$3,202,482</b>	<b>61.00%</b>
<b>Transportation Sales Tax</b>	<b>\$6,000,000</b>	<b>\$4,056,494</b>	<b>67.61%</b>	<b>\$3,202,482</b>	<b>61.00%</b>

\*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 8 months the revenue and expense should at 66.64%

## **EXPENDITURES**

All General Fund Offices/Categories

<b>\$30,023,573</b>	<b>\$14,904,507</b>	<b>49.64%</b>	<b>\$17,620,951</b>	<b>56.80%</b>
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**Clerk of the Circuit Court**  
**2022 Judicial Statistics**

	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	Y T O T A L	
AD Adoption	1	2	3	2	0	0	2						10	
CA Court Administration	1	0	0	0	0	0	0						1	
CC Contempt of Court	2	1	0	4	0	2	1						10	
CF Criminal Felony	52	29	45	25	43	56	40						290	
CH Chancery	1	1	1	0	3	5	2						13	
CL Civil Law Violation	1	0	1	0	0	0	0						2	
CM Criminal Misdemeanor	17	25	26	20	24	37	27						176	
CV Conservation Violation	1	0	1	0	2	2	0						6	
DC Dissolution with Children	22	16	20	24	17	21	19						139	
DN Dissolution without Children	13	6	18	16	15	14	19						101	
DT DUI	24	22	20	21	24	26	22						159	
DV Domestic Violence	18	13	13	14	8	8	8						82	
ED Eminent Domain	0	0	0	4	12	3	4						23	
EV Eviction	24	18	31	47	29	28	55						232	
FA Family	12	24	28	21	26	13	3						127	
FC Foreclosures	12	18	31	18	32	20	27						158	
GR Guardianships	9	2	6	11	4	7	2						41	
JV Juvenile	0	0	0	0	4	2	0						6	
JA Juvenile Abuse/Neglect	5	6	6	3	9	11	4						44	
JD Juvenile Delinquency	8	19	23	7	5	21	15						98	
LA Law	6	13	11	8	12	5	11						66	
LM Law Magistrate	24	11	36	10	14	31	14						140	
MH Mental Health	2	1	0	0	1	0	0						4	
MR Misc. Remedy	7	6	9	6	8	5	6						47	
MT Major Traffic	107	106	113	95	120	125	98						764	
MX Misc. Criminal	20	9	21	12	22	15	23						122	
OP Order of Protection	20	33	33	37	38	41	27						229	
OV Ordinance Violation	2	0	2	3	4	4	4						19	
PR Probate	13	6	16	6	8	17	8						74	
QC Quasi Criminal	0	0	0	0	0	0	0						0	
SC Small Claims	114	63	124	84	92	101	128						706	
TR Traffic	280	288	357	420	299	301	286						2231	
TX Tax	6	6	1	9	1	5	2						30	
WI Wills	22	19	10	16	17	19	13						116	
XX Misc.	2	1	0	0	3	3	1						10	
	848	764	1006	943	896	948	871						6276	
Totals for 2021	683	675	949	893	749	956	801	965	859	812	871	852	10065	



**Office of the Kendall County Coroner**

**Monthly Report  
July 2022**

\*There were 24.75 hours of community service time served during the month of June.

\*Coroner Purcell attended a training hosted at the Oswego Police Department on July 20.

\*Chief Deputy Gotte provided training and guidance as an Instructor with the Law Enforcement Academy throughout the month of July.

Deaths Report to the M.E.		Deaths Investigations	
July 2022	32	July 2022	5
YTD	243	YTD	48

MEI Scene Investigations		Postmortem Examinations	
July 2022	3	July 2022	2
YTD	36	YTD	19

Manner of Death						
	Natural	Accident	Suicide	Homicide	Indeterminate	Pending
July 2022	28	1	1	0	0	2
YTD	222	6	10	1	0	4

Cremation Permits Issued	
July 2022	19
YTD	147

Case Number	MOD	COD	DOB	DOD	Autopsy	Scene
2022-0212	Natural	Nervous System- Stroke	06-27-1959	07-02-2022	None	No
2022-0213	Natural	Nervous System	03-11-1942	07-03-2022	None	No
2022-0214	Natural	Dementia-Alzheimers	06-11-1927	07-04-2022	None	No
2022-0215	Natural	Neoplasm	09-07-1937	07-04-2022	None	No
2022-0216	Natural	Renal Disease	09-07-1935	07-05-2022	None	No
2022-0217	Natural	Nervous System- Stroke	02-07-1937	07-05-2022	None	No
2022-0218	Natural	Neoplasm	11-15-1938	07-05-2022	None	No
2022-0219	Natural	Neoplasm	07-25-1968	07-07-2022	None	No
2022-0220	Natural	Neoplasm	03-28-1957	07-07-2022	None	No
2022-0221	Natural	Neoplasm	02-24-1938	07-07-2022	None	No
2022-0222	Natural	Neoplasm	11-12-1955	07-07-2022	None	No
2022-0223	Natural	Nervous System- Stroke	10-15-1928	07-09-2022	None	No
2022-0224	Natural	Neoplasm	09-15-1970	07-10-2022	None	No
2022-0225	Accident	Dementia-Alzheimers	01-18-1938	07-12-2022	None	No
2022-0226	Natural	Nervous System	07-11-1941	07-13-2022	None	No
2022-0227	Natural	Neoplasm	05-11-1944	07-15-2022	None	No
2022-0228	Natural	Neoplasm	12-06-1941	07-15-2022	None	No
2022-0229	Natural	Dementia-Alzheimers	05-21-1920	07-16-2022	None	No
2022-0230	Natural	Neoplasm	08-13-1973	07-16-2022	None	No
2022-0231	Natural	Nervous System	01-05-1936	07-17-2022	None	No
2022-0232	Natural	Neoplasm	10-08-1945	07-17-2022	None	No
2022-0233	Natural	Dementia-Alzheimers	02-05-1940	07-18-2022	None	No
2022-0234	Natural	Nervous System	04-15-1930	07-20-2022	None	No
2022-0235	Pending		03-06-1957	07-20-2022	Full	Yes
2022-0236	Natural	Pulmonary	12-30-1929	07-23-2022	None	No
2022-0237	Natural	Hepatic/Liver Failure	03-27-1954	07-25-2022	None	No
2022-0238	Natural	Nonspecific Natural	07-25-1928	07-25-2022	None	No
2022-0239	Natural	Neoplasm	10-16-1947	07-27-2022	None	No
2022-0240	Pending		09-02-1979	07-27-2022	Full	Yes
2022-0241	Suicide	Asphyxia-Strangulation-Hanging	10-16-1977	07-27-2022	None	Yes
2022-0242	Natural	Neoplasm	05-10-1943	07-28-2022	None	No
2022-0243	Natural		08-11-1940	07-31-2022	None	No

***Regional Office of Education  
Grundy-Kendall Counties***

Christopher D. Mehochko  
Superintendent

**MORRIS OFFICE**

1320 Union Street  
Morris, Illinois 60450

Phone(815) 941-3247

Fax (815) 941-5384

**YORKVILLE OFFICE**

109 West Ridge Street  
Yorkville, Illinois 60560

Phone(630) 553-4168

Fax (630) 553-4152

December 8, 2022

Mr. Koeppel and Mrs. Kucharz,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the quarter from December 1, 2021 - February 28, 2022.

Sincerely,  
Christopher D. Mehochko  
Regional Superintendent of Schools

**Office activity**

School Bus Driver Trainings: 16

School Bus Drivers Trained: 244

Finger printings done at 2 offices: 341

Phone Calls Taken: 1,031

Walk In Patrons Served: 744

Registrations for testing at the Professional Training and Testing Center: 162

ParaPro Tests Given: 26

Truancy Hearings done at both offices: 10

School District Compliance Visits: 0

School Building Health Life Safety Inspections and Occupancy Walk Through: 23

***Regional Office of Education  
Grundy-Kendall Counties***

Christopher D. Mehochko  
Superintendent

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Yorkville, Illinois 60560

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Fax (630) 553-4152

July 13, 2022

Mr. Koeppel and Mrs. Kucharz,

In accordance with Illinois School Code section 105 ILCS 5/3-5, I would like to report under affirmation to the County Board a list of acts as county superintendent for the quarter from March 1, 2022 - May 31, 2022.

Sincerely,  
Christopher D. Mehochko  
Regional Superintendent of Schools

**Office activity**

School Bus Driver Trainings: 11

School Bus Drivers Trained: 139

Finger printings done at 2 offices: 428

Phone Calls Taken: 1,110

Walk In Patrons Served: 992

Registrations for testing at the Professional Training and Testing Center: 210

ParaPro Tests Given: 12

Truancy Hearings done at both offices: 23

School District Compliance Visits:0

School Building Health Life Safety Inspections and Occupancy Walk Through: 6



# Kendall County Agenda Briefing

**Committee:** Planning, Building and Zoning

**Meeting Date:** August 8, 2022

**Amount:** N/A

**Budget:** N/A

**Issue:** Petition 22-12 Request from the Kendall County Regional Planning Commission for Text Amendments to Section 6:06.B.3.b of the Kendall County Zoning Ordinance Pertaining to Design Guidelines (Light Requirements) of Telecommunication Facilities

## Background and Discussion:

On March 3, 2022, the County received a complaint regarding lights not working on the tower at Legion and Immanuel Roads. The tower owner fixed the matter.

Upon additional discussions, the suggestion was made to change the present language contained in Section 6:06.B.3.b, pertaining to design guidelines (lighting requirements) of telecommunication carrier facilities as follows:

“Lighting should be installed for security and safety purposes only. Except with respect to lighting required by the FCC or FAA, which shall be conventional red lighting at night and may be white strobe during the day (unless required by the FAA or FCC to be white strobe at night), all lighting should be shielded so that no glare extends substantially beyond the boundaries or a facility.”

The record for the Petition can be found here,  
<https://www.kendallcountyil.gov/home/showpublisheddocument/24191/637922844409170000>

The draft ordinance is attached.

## Committee Action:

ZPAC-Approval (7-0-3), RPC-Approval (7-0-2), ZBA-Approval (5-0-1) Townships-No Comments, PBZ Committee-Approval (4-0-1)

## Staff Recommendation:

Approval

**Prepared by:** Matthew H. Asselmeier, AICP, CFM

**Department:** Planning, Building and Zoning Department

**Date:** August 9, 2022

**ORDINANCE NUMBER 2022-\_\_\_\_\_**

**TEXT AMENDMENTS TO SECTION 6:06.B.3.b BY CHANGING THE DESIGN  
REQUIREMENTS (LIGHTING GUIDELINES)  
OF TELECOMMUNICATION CARRIER FACILITIES**

WHEREAS, Section 13:07 of the Kendall County Zoning Ordinance permits the Kendall County Board to approve text amendments and provides the procedure through which text amendments are granted; and

WHEREAS, the Kendall Regional Planning Commission, hereinafter be referred to as “Petitioner,” desires to clarify lighting requirements at telecommunication carrier facilities; and

WHEREAS, on April 27, 2022, the Petitioner submitted a text amendment to the Kendall County Zoning Ordinance amending Sections 6:06.B.3.b of the Kendall County Zoning Ordinance by requiring conventional red lighting at night and allowing white strobe lighting during the day, unless required by the FAA or FCC to be white strobe at night; and

WHEREAS, following due and proper notice by publication in the Kendall County Record on June 2, 2022, the Kendall County Zoning Board of Appeals conducted a public hearing on June 27, 2022, at 7:00 p.m., in the County Office Building at 111 W. Fox Street in Yorkville, at which the Petitioner’s representative presented evidence, testimony, and exhibits in support of the requested text amendment and zero members of the public testified in favor or in opposition to the request; and

WHEREAS, based on the evidence, testimony, and exhibits, the Kendall County Zoning Board of Appeals has recommended approval of the text amendments on June 27, 2022; and

WHEREAS, the Kendall County Planning, Building and Zoning Committee of the Kendall County Board has reviewed the testimony presented at the aforementioned public hearing, and has forwarded to the Kendall County Board a recommendation approval of the requested text amendments; and

WHEREAS, the Kendall County Board has considered the recommendations of the Planning, Building and Zoning Committee and the Kendall County Zoning Board of Appeals, and has determined that said petition is in conformance with the provisions and intent of the Kendall County Zoning Ordinance; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, that the Kendall County Zoning Ordinance be amended as follows:

- I. Recitals: The recitals set forth above are incorporated as if fully set forth herein.
- II. Amended Text: The present language contained in Section 6:06.B.3.b is deleted in its entirety and replaced with the following:

“b. Lighting should be installed for security and safety purposes only. Except with respect to lighting required by the FCC or FAA, which shall be conventional red lighting at night and may be white strobe during the day (unless required by the FAA or FCC to be white strobe at night), all lighting should be shielded so that no glare extends substantially beyond the boundaries of a facility.”

State of Illinois  
County of Kendall

Zoning Petition  
#22-12

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 16<sup>th</sup> day of August, 2022.

Attest:

---

Kendall County Clerk  
Debbie Gillette

---

Kendall County Board Chairman  
Scott R. Gryder



## **KENDALL COUNTY OFFICE OF THE SHERIFF**

Dwight A. Baird, Sheriff  
1102 Cornell Lane Yorkville Illinois 60560  
Phone: 630-553-7500 Fax: 630-553-1972  
www.co.kendall.il.us/sheriff



### **INTEROFFICE MEMORANDUM**

**TO:** SHERIFF DWIGHT BAIRD  
**FROM:** COMMANDER JEANNE RUSSO  
**SUBJECT:** FOOD SERVICE ITB RESPONSE RECOMMENDATION  
**DATE:** 8/10/22  
**CC:** KENDALL COUNTY BOARD

Sheriff Baird,

After a thorough review of the 4 respondents to the invitation to bid (ITB) previously posted, I am recommending that the Kendall County Sheriff's Office and the County of Kendall select Aramark as the food service provider. Aramark's proposal meets all of the specifications required in the ITB, and were the lowest responsible bidder.

Aramark offers a robust training program which assists returning citizens in gaining employment upon completion of incarceration. In addition, Aramark offers a scholarship program which could benefit both those incarcerated and their family members. This program will improve the lives of the citizens of Kendall County. Aramark's cost over the 39-month term of the contract is \$35,436.65 higher than the bid received from Summit if the Consumer Price Index (CPI) does not exceed 10%. Aramark's bid lists yearly price increases at the food away from home CPI or 10%, whichever is lower, whereas Summit will increase the amount of the CPI. With the quickly rising CPI, it is impossible to predict if the Summit price would rise more than 10% in future years. Additionally, Summit requires a minimum of 5-8 inmates working in the kitchen during each shift. The Kendall County Jail often does not have access to 5-8 inmates that are appropriately screened and approved to work in the kitchen. The cost implications of not providing sufficient inmate labor, as required in the proposal, is unknown.



The number of unknown price factors in the bid from Summit when weighed against the numerous benefits of the program offered by Aramark, clearly make Aramark the lowest responsible bidder.

The attached table further details this recommendation and includes a cost analysis of the 39-month term of the contract.

Respectfully,



Commander Jeanne Russo  
Kendall County Sheriff's Office  
1102 Cornell Lane, Yorkville IL 60560



### Cost Analysis by year based on population of 150 inmates

	Sept 22- Nov 22	Dec 22-Nov 23	Dec 2023- Nov 2024	Dec 2024- Nov 2025	Total 39 month Contract Term
Trinity	\$362,992.50	\$ 362,992.50	\$ 334,905.75	\$ 396,335.25	\$1,457,226.00
Summit	\$303,862.50	\$ 319,668.22	\$ 342,040.62	\$ 384,830.08	\$1,350,401.42
Tiger	\$339,504.75	\$ 367,920.00	\$ 397,485.00	\$ 428,692.50	\$1,533,602.25
Aramark	\$298,935.00	\$ 331,785.00	\$ 355,673.52	\$ 381,282.01	\$1,367,675.53

- 1) Trinity food service was compliant with all specification from the posted ITB and is costlier than Summit and Tiger
- 2) Summit is the lowest bid, however, the lack of a cap on future increases makes future costs of the contract unknown. Summit was complaint with all specifications from the bid.
- 3) Tiger Food Service was compliant with all specifications from the posted ITB and is costlier than all other bids
- 4) Aramark is the lowest responsible bidder due to caps on future increases and the added value of inmate education and scholarships.

**AGREEMENT FOR FOOD SERVICES  
AT THE KENDALL COUNTY JAIL**

Now comes Aramark Correctional Services, LLC, a Delaware Limited Liability Company (“Contractor”), the County of Kendall Illinois, a unit of local government of the State of Illinois (“County”), and the Kendall County Sheriff’s Office (“KCSO”). County and Contractor do hereby enter into this Agreement for Contractor to provide food services at the Kendall County Jail, located at 1102 Cornell Ln, Yorkville, IL 60560, (hereinafter referred to as “Facility”) this \_\_\_\_\_ day of \_\_\_\_\_, 2022 (“Agreement”). Contractor shall provide meals at Facility upon terms and conditions as set forth herein.

**RECITALS:**

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government “may contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance”; and

WHEREAS, County seeks to obtain food services at the Facility (“Services”) and, in compliance with proper statutory procedure, County published the Kendall County Sheriff’s Office Invitation to Bid to Provide Food Services for Kendall County Jail, date April 13, 2022, (“ITB”), seeking vendor proposals for these Services, a true and correct copy of which is attached as Exhibit A and incorporated herein by reference; and

WHEREAS, after receiving and reviewing all properly submitted proposals, including the proposal from the Contractor, County determined Contractor was the lowest, responsible bidder proposing services in the best interest of the County; and

WHEREAS, County and Contractor wish to enter into an agreement wherein Contractor will provide the Services at the Facility consistent with the terms of this Agreement and the ITB; and

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereafter set forth, the parties agree as follows:

1. **RECITALS:** The above recitals are incorporated as if fully restated herein.
2. **ITB:** The ITB from which this Agreement resulted is incorporated as if fully restated herein, including all appendices attached thereto. In the event of a conflict between the ITB and this Agreement, the ITB governs.
3. **STATUTORY COMPLIANCE:** The Contractor hereby agrees to furnish nutritious, wholesome, well cooked and palatable food to inmates in accordance with this Agreement. The food service shall meet all current standards as established by:
  - A. The American Correctional Association,
  - B. The Food and Nutritional Board of the National Academy Science as prescribed for inmate, and
  - C. The laws of the State of Illinois.
4. **TERM:** The initial term of this Agreement shall be from the 11th Day of September 2022, through and including the 30th Day of November 2022. The Agreement will automatically renew for an

additional, three (3), consecutive, one-year terms, unless terminated as permitted by and in accordance with this Agreement. The Agreement shall not continue beyond November 30, 2025.

5. PRICES: Prices shall be set according to the attached “Sliding Scale Pricing”, attached hereto as Exhibit B, and incorporated herein by reference.

6. OPERATIONAL RESPONSIBILITIES:

A. Services: Contractor shall be responsible for the following services pursuant to the terms of this Agreement.

i. Contractor shall provide three (3) meals per day in which this Agreement is in effect, including one cold (breakfast) and two hot meals (lunch and dinner) per prisoner residing in the Project Site. The daily caloric content of the three meals should average at least 1,800 – 2,000 calories.

ii. Meal delivery shall be set at a time mutually agreed upon between Contractor and Jail Administrator. Meal delivery shall adhere to recognized breakfast, lunch and dinner schedules, with no more than 14 hours between the evening meal and next morning breakfast.

iii. All menus shall be reviewed and approved by a Registered Dietitian prior to being prepared and served, and must be adjusted according to the recommended dietary allowances stated by the National Academy of Sciences, United States Department of Agriculture, and the United States Department of Health and Human Services.

iv. Contractor shall maintain detailed records of all meals served, including but not limited to ingredients used when preparing each meal served. Contractor shall make such records available to the Jail Administrator upon request.

v. A beverage other than water shall be served with each meal.

vi. Contractor shall provide holiday meals on the following days: Christmas, Easter, Fourth of July, and Thanksgiving.

vii. Contractor shall not use food extenders or filler in any of the meals provided under this Agreement.

viii. Contractor must maintain and submit to the Jail Administrator for informational purposes weekly documentation of menus as they are actually served. Menus shall be preplanned and diversified so as to avoid the monotony of a standardized diet.

ix. Therapeutic diets shall be available upon an inmate’s medical authorization signifying that a therapeutic diet is required. Therapeutic diets or specific diets shall be prepared and served to inmates according to the orders of the responsible health authority, including snacks for diabetic prisoners. Special diets for religious reasons shall be accommodated as directed by the policies of the Facility. Special diets shall be adhered to when prescribed by jail medical staff.

x. Contractor shall provide shelf stable meals suitable to be transported and consumed off site upon a reasonable request from the Jail Administrator.

- xi. Contractor will not prepare or serve pork, ham, bacon or any similar product containing any pork.
- xii. Special meals for medical, religious, or safety issues are to be included per the ITB and Contractor's bid submitted responsive to the ITB.
- xiii. Contractor's employee meals shall be provided for by Contractor, at no cost to the County, and should be of the same type as inmate meals.
- xiv. Contractor will provide food and meals as necessary in coordinating a response to a community-wide emergency or natural disaster, if requested by the Kendall County Sheriff's Office ("KCSO") to do so, and at a cost comparable to the rate set forth in this Agreement.
- xv. Upon request by Jail Administrator, but only up to twice every calendar year, in order to consume and rotate KCSO's emergency supplies, the Contractor will prepare and serve, at no charge to the County, food furnished by the KCSO and maintained as part of KCSO's emergency supplies. On these days, Contractor will compensate County for the cost of any meals provided to Contractor's employees at the rate of inmate meals. County employees will pay the County for their meals at the rate set by the County for employee meals.

**B. Food Preparation Standards:**

- i. Contractor shall be responsible for all meals and ensure that the entire food preparation, kitchen, kitchen restrooms, utensils, appliances, food service, and storage shall comply with all relevant standards and rules set by the Illinois Department of Public Health, Illinois Jail Standards, and American Correctional Association Standards.
- ii. Only USDA inspected and approved meats, poultry, eggs, and dairy products may be used.
- iii. Contractor will cause the food to be plated or trayed in an eye-pleasing manner.
- iv. Meals shall be prepared, cooked, and portioned by civilian labor provided by Contractor.
- v. Contractor shall keep utensils, equipment, kitchen, bathroom, and storage areas continuously clean and tidy, in a manner that satisfies the State Jail Inspector, American Correctional Association Standards, the Jail Administration, and the Kendall County Health Department.
- vi. Contractor shall obtain/possess any licenses and/or certificates required to furnish meals to adult inmates, including but not limited to employing at least one employee having a food services sanitation manager certification from the Illinois Department of Public Health.
- vii. Contractor shall assure that the dietary operation is in compliance with the standards set by the American Correctional Association and the State Department of Corrections.

viii. Contractor will obey all Federal, State, and local laws, administrative rules and ordinances regarding health, sanitation, and safety.

C. Employees/Inmate Labor

i. Contractor will provide a list of employees and agents, identified by name, and title at the time this Agreement is executed. Contractor shall update that list in a timely manner throughout the term of the Agreement.

ii. All inmate labor will be trained and carefully supervised by Contractor's employees. Contractor's employees must be familiar with security aspects of jail operation and be effective in training and supervising detainees in food services.

iii. Contractor's employees shall hold appropriate licenses and certifications required for this type of food service.

iv. Contractor shall be responsible for any damage by its employees or agents, or damage done by inmate workers due to gross lack of training or supervision by Contractor, its employees or agents.

v. Employees and detainees shall be visually evaluated at the beginning of each shift. Any individual with boils, infected wounds or respiratory infections must be cleared by medical staff before being permitted to work in any food service area.

D. Security:

i. KCSO will at all times be responsible for the physical security of the Facility and the continuing security of the inmates.

ii. Contractor's employees and agents will be responsible for the security and control of their County and/or KCSO issued keys and work tools. All tools, such as knives, peelers, etc., will be kept in a locked area when not in use. Contractor shall maintain a recorded inventory of all such items, and shall document any time an item is removed and returned to the locked area.

iii. Contractor's employees and agents will follow security procedures established by the KCSO and the County, and will take direction from the KCSO correctional staff in an emergency situation.

E. Grievances:

Upon request of County, Contractor shall be responsible to answer and remedy, if appropriate, inmate grievances and complaints regarding food services.

7. EQUIPMENT AND FACILITIES

A. Contractor shall provide, if needed, any equipment necessary for the transportation of products, supplies, and personnel to or from the Facility. Contractor shall furnish all supplies, commodities, and equipment not supplied by County, but which are necessary for the efficient, sanitary, and economically sound operation of the food services program outlined in the Agreement. This shall include all cleaning and paper supplies not provided by County.

B. Contractor shall supply all food, seasonings, and ingredients for the food service and kitchen at Facility.

C. County shall furnish cleaning supplies, pots, pans, kitchen equipment, and utensils identified in Appendix B of the ITB.

D. County will provide, install, maintain, repair, and permit the Contractors to use the capital equipment which the County placed within the Facility.

E. Contractor must provide disposable utensils for all persons identified by County staff as having communicable disease. Disposable utensils, plates, cups, etc., are to be biodegradable or able to be recycled. Polystyrene is not acceptable.

F. Contractor shall properly use and maintain all County equipment. Contractor will be responsible for repair of damaged equipment, or the cost thereof, due to negligence or willful conduct of Contractor's employees or agents. The County will provide preventative maintenance and repair service on all County owned equipment.

G. County shall supply all utilities relating to the operation of the food service area, including garbage service, natural gas, water, and electric. County shall supply internet access, if needed, and basic local phone service. Any toll or long distance charges incurred by Contractor's employees or agents will be reimbursed by the Contractor within thirty (30) calendar days after receipt of the bill. The Contractor will conserve utilities whenever possible.

H. The Contractor shall at no time use the Facility for the preparation of any foods or beverages other than those products to be delivered under Agreement.

I. Contractor and the County shall jointly inventory all capital equipment and food service related items under Contractor's direct control at the inception of the Agreement and annually thereafter. Copies of the inventory will be retained by Contractor and by the County. Contractor shall provide equivalent quality replacement supplies as necessary. All replacement supplies shall become the property of County.

## 8. TERMS AND CONDITIONS

A. **PROMPT PAYMENT:** Contractor shall bill County approximately ten (10) business days after the end of the month in which services are rendered. Payment to Contractor will be made in accordance with the Illinois Local Government Prompt Payment Act, as amended. (50 ILCS 505/1 *et seq*).

B. The County reserves the right to make changes in the Services (increases and decreases of any kind) and alterations in material and product selections. Contractor, its contractors, and subcontractors and their respective employees and agents shall make no changes in the Services without issuance of a written change order that is first executed by both the County and Contractor. The County will not pay for verbal change orders. Contractor must obtain written change orders or, at minimum, email authorization of additional fixed-price change order work from the County *before* proceeding with any additional work or any variations in specified materials. Contractor also understands and agrees that any change orders of more than \$10,000 or 30 days (more or less) in completion time, must be pre-approved in writing by the County. *See 720 ILCS 5/33E-9.*

C. Contractor is an Independent Contractor and is not an employee of, partner of, agent of, or in a joint venture with the County. Contractor understands and agrees that Contractor is solely responsible for paying all wages, benefits and any other compensation due and owing to Contractor's officers, employees, and agents for the performance of services set forth in the

Agreement. Contractor further understands and agrees that Contractor is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Contractor's officers, employees and/or agents who perform services as set forth in this Agreement. Contractor also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Contractor, Contractor's officers, employees and agents and agrees the County is not responsible for providing any insurance coverage for the benefit of Contractor, Contractor's officers, employees and agents. Contractor hereby indemnifies and agrees to waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from the County, its board members, officials, employees, insurers, and agents for any alleged injuries that Contractor, its officers, employees and/or agents may sustain while performing services under the Agreement. Contractor shall exercise general and overall control of its officers and employees.

D. For public safety reasons and to the extent permitted by law, Contractor agrees that no one shall be assigned to perform work at the County's facilities on behalf of Contractor, Contractor's consultants, subcontractors and their respective officers, employees, agents and assigns unless Contractor has completed a criminal background investigation for each individual to be performing work at the site. To the extent permitted by law, in the event that the individual's criminal background investigation reveals that the individual has a conviction record that has not been sealed, expunged or impounded under Section 5.2 of the Criminal Identification Act, Contractor agrees that the individual shall not be assigned to perform work on or at the County's properties and/or facilities absent prior written consent from the County Kendall County Sheriff. The County, at any time, for any reason and in the County's sole discretion, may require Contractor, Contractor's employees, and Contractor's subcontractors to remove any individual from performing any further work under this Agreement. Should the County have a complaint regarding the performance of the services or the behavior of Contractor's officers, employees, contractors, subcontractors, and/or agents performing services under this Agreement, or should the County request a change in the manner in which services are being performed pursuant to this Agreement, the County shall transmit the same to Contractor's on-site foreman and/or to any other member of Contractor's management, who shall take immediate action and shall promptly resolve the problem to the County's satisfaction. Contractor's failure to take immediate action and/or to resolve the problem to the County's satisfaction shall be considered a material breach of the Agreement.

E. Contractor understands, and agrees, that any person who takes into, or out of, or attempts to take into, or out of, the Facility, or the grounds belonging to or adjacent to the Facility, any item not specifically authorized by the Facility, such as contraband, shall be prosecuted. All persons, including employees and visitors, entering upon such premises are subject to routine searches of their persons, vehicles, property and/or packages. Contraband shall include, but not be limited to, any dangerous drug, narcotic drug, intoxicating liquor, deadly weapon, dangerous instrument, ammunition, explosive or any other article whose use of or possession of would endanger the safety, security or preservation of order in the Facility or any persons therein. Contractor further agrees that it shall notify correctional facility personnel of the loss or breakage of any tools and equipment while within the facility.

F. Contractor shall indemnify, hold harmless and defend with counsel of the County's own choosing, the County, its past, present and future elected officials, department heads, employees, insurers, and agents, as well as the Kendall County Sheriff, and his employees and agents (hereinafter collectively referred to as "Releasees") from and against all liability, claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgments, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for



any breach of any covenant in the Agreement or ancillary documents and any breach by Contractor of any representations or warranties made within the contract documents (collectively, the “Claims”), to the extent such Claims result from any act or omission, neglect, willful acts, errors, or misconduct of Contractor in its performance under this Agreement or the contract documents. Pursuant to 55 ILCS 5/3-9005, no attorney may be assigned to represent the Releasees pursuant to this Section of the Agreement unless the attorney has been approved in writing by the Kendall County State's Attorney. Releasees' participation in its defense shall not remove Contractor's duty to indemnify, defend, and hold Releasees harmless, as set forth above. Releasees do not waive their defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) by reason of this indemnification provision. Indemnification shall survive the termination of this Agreement.

9. **INSURANCE**: Contractor will obtain and continue in force, during the term of this Agreement, all insurance as set forth below:

a. All coverage shall be placed with insurers authorized to conduct business in Illinois with a current A.M. Best's rating of no less than A:VII. Each insurance policy shall not be cancelled or changed without thirty (30) calendar days' prior written notice, given by the insurance carrier to the County at the address set forth herein.

b. Minimum Scope and Limit of Insurance. All coverage shall be at least as broad as the following:

i. Commercial General Liability (“CGL”): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be \$2,000,000.

ii. Umbrella/Excess Liability: Limits of liability equal to or greater than \$5,000,000 per occurrence and \$5,000,000 in aggregate.

iii. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

iv. Workers' Compensation Insurance: Insurance as required by the State of Illinois, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. (Not required if company provides written verification it has no employees.)

c. If Contractor maintains broader coverage and/or higher limits than the minimums shown above, the County shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the County. The County and its, past, present, and future its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Contractor including materials, parts, or

equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

d. For any claims related to this Agreement, Contractor's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the Releasees. Any insurance maintained by the Releasees shall be in excess of Contractor's insurance and shall not contribute with it.

e. Contractor hereby grants to the Releasees a waiver of any right to subrogation which any insurer of said Contractor may acquire against Releasees by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Releasees have received a waiver of subrogation endorsement from the insurer.

f. Self-insured retentions must be declared to and approved by the County. The County may require Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County.

g. If any of the required policies provide coverage on a claims-made basis, (1) the Retroactive Date must be shown and must be before the date of the Agreement or the beginning of the contracted work; (2) insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work; and (3) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Agreement's effective date, Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of the contracted work.

h. Contractor shall furnish the County with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive Contractor's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

i. Subcontractors: Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the County is an additional insured on insurance required from subcontractors.

j. The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

10. **FORCE MAJEURE:** Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional

misconduct or negligence, of that party (hereinafter referred to as a “force majeure event”). To the extent not within the control of either party, such force majeure events may include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, riots or war. A party claiming a force majeure event (“the claiming party”) shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party’s inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

11. **BREACH:** Upon the occurrence of any material default or breach of Agreement by either party, the injured party (i.e., the non-breaching and/or non-defaulting party) may, at its option, upon notice to the other in writing, declare this Agreement to be in default, and at any time thereafter, so long as the other party shall have not remedied or caused to be remedied all outstanding defaults and/or breaches within a reasonable period of time as determined by the County, the injured party may elect, in accordance with law and any other agreement between the parties to: (a) Proceed by appropriate court action at law or in equity to enforce performance by the defaulting party of its obligations under this Agreement and/or to recover damages for breach thereof; and/or (b) By notice in writing to the defaulting party, cancel or terminate this Agreement. For purposes of this Paragraph, “reasonable period of time” will be dependent on the type of service being provided but, in any event, the reasonable period of time may be no less than one hour but no more than thirty (30) calendar days.
12. **TERMINATION:** Notwithstanding any other provision of this Agreement, this Agreement may be terminated by the County upon written notice delivered to Contractor at least thirty (30) days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement under this paragraph.
13. **COMPLIANCE WITH APPLICABLE LAW:** Contractor agrees to comply with all applicable federal, state or local laws and regulatory requirements and to secure such licenses as may be required for its employees and to conduct business in the state, municipality, county, or location where the work is to be performed. Such obligation includes, but is not limited to, environmental laws, civil rights laws, prevailing wage and labor laws.
14. **MATERIAL SAFETY:** When applicable, Contractor shall furnish Material Safety Data Sheets for their products, in compliance with the Illinois Toxic Substance Disclosure to Employee Act, Safety Inspection and Education Act & “Right to Know” law, 820 ILCS 255/1 *et seq.*, 820 ILCS 220/0.01 *et seq.* and 820 ILCS 225/0.1 *et seq.*
15. **NON-DISCRIMINATION:** Contractor, its officers, employees, contractors, subcontractors, and agents agree not to commit unlawful discrimination and unlawful harassment and further agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01 *et seq.*, as amended, and all applicable rules and regulations. Also, Contractor and Contractor’s subcontractors shall maintain a written sexual harassment policy that complies with the requirements of 775 ILCS 5/2-105 and shall comply with all other fair employment practices and equal employment opportunity/affirmative action requirements set forth in applicable state and federal laws and regulations.
16. **PRISON RAPE ELIMINATION ACT OF 2003 (PREA):** Contractor will comply with PREA, applicable PREA standards, and the KCSO policies related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse within Facility. Contractor

acknowledges that, in addition to self-monitoring, KCSO may conduct announced or unannounced monitoring to include on-site monitoring.

17. STANDARD OF SERVICES: All services to be undertaken by Contractor shall be carried out by competent and properly trained personnel of Contractor to the highest standards and to the satisfaction of the County. All services, materials and components shall conform to relevant manufacturers' and equipment suppliers' specifications, and all materials and spare parts shall be obtained from the original equipment manufacturers or from suppliers approved by them. No warranties implied or explicit may be waived or denied.
18. ASSIGNMENT: Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other.
19. CHOICE OF LAW: This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County Illinois, Twenty-Third Judicial Circuit, State of Illinois.
20. NON-APPROPRIATION: In the event the County is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of the County's obligations under this Agreement during said fiscal period, the County agrees to provide prompt written notice of said occurrence to Contractor. In the event of a default due to non-appropriation of funds, the County has the right to terminate the Agreement upon providing thirty (30) days written notice to Contractor. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
21. NOTICE: Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received, in the case of notice to the County, to the County's Representative, Dwight Baird, Sheriff, 1102 Cornell Lane, Yorkville IL 60560 with copy sent to: Kendall County State's Attorney, 807 W. John Street, Yorkville, Illinois, 60560, fax (630) 553-4204.

And, in the case of Contractor, to:

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22. BID RIGGING: Contractor certifies that Contractor, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (Bid rigging or Bid rotating) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act). Contractor further certifies by signing the Agreement, Contractor, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Also, by signing this Agreement, Contractor affirms that Contractor has not made any admission

of guilt of such conduct which is a matter of record, nor has any official, officer, agent, or employee of Contractor's company been so convicted nor made such an admission.

Both parties affirm no Kendall County officer or elected official has a direct or indirect pecuniary interest in Contractor or this Agreement, or, if any Kendall County officer or elected official does have a direct or indirect pecuniary interest in Contractor or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.

23. **ATTORNEY'S FEES:** In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. If Kendall County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Agreement, and by reason thereof, the County is required to use the services of an attorney, then Kendall County shall be entitled to reasonable attorneys' fees, court costs, and expenses incurred by the County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.
24. **VENDOR INFORMATION REPORTING REQUIREMENTS:** Pursuant to 35 ILCS 200/18-50.2, the County must collect and electronically publish certain data from all vendors and subcontractors doing business with the County. To comply with this statutory obligation, Contractor agrees to provide the County with written answers to the following questions within ten (10) business days after the parties' execution of this Agreement:
  1. Is Contractor and/or any of Contractor's subcontractors a minority-owned, women-owned, or veteran-owned business, as defined in the Business Enterprise for Minorities, Women, and Persons, with Disabilities Act? If so, please describe.
  2. If the answer to Question (1) is "yes", does Contractor and/or any of Contractor's subcontractors hold any certifications for those categories or are they self-certifying? If the entity holds any certifications, please describe with sufficient detail each certification received.
  3. If Contractor and/or Contractor's subcontractors self-certify, do they qualify as a small business under the federal Small Business Administration standards?
25. **SUBSTANCE ABUSE PREVENTION:** Contractor and its consultants, employees, contractors, subcontractors, and agents agree to comply with all provisions of the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* and the Illinois Drug Free Workplace Act, 30 ILCS 580/1 *et seq.*
26. **WAIVER:** The County's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.
27. **COMPLIANCE WITH SUNSHINE LAWS:** It is understood and agreed to by the parties that all contracts entered into by a government body, such as the County, are open to public review and may be discussed in open session pursuant to the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*) and/or may be released pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*), any other applicable state or federal law, and/or pursuant to subpoena and/or court order.

28. COUNTERPARTS: This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.
29. HEADERS: Any headers used throughout this Agreement are for reference purposes only and shall not have any effect on the interpretation of this Agreement.
30. SIGNATURES: The County and Contractor each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement. Furthermore, Contractor hereby affirms that Contractor is legally authorized to transact business in the State of Illinois.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized officers on the above date.

**CONTRACTOR**

\_\_\_\_\_  
Aramark Corrections Services, LLC

\_\_\_\_\_  
Date

**COUNTY OF KENDALL, ILLINOIS**

\_\_\_\_\_  
Scott Gryder  
Kendall County Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Debbie Gillette  
Kendall County Clerk/Recorder

\_\_\_\_\_  
Date

**APPROVED BY: KENDALL COUNTY SHERIFF'S OFFICE**

\_\_\_\_\_  
Dwight Baird  
Kendall County Sheriff

\_\_\_\_\_  
Date



**PLEASE DELIVER TO:**

Kendall County: Sheriff's Office  
Attention: Jeanne Russo  
Corrections Commander  
Address: 1102 Cornell Lane,  
Yorkville, IL 60560

## KENDALL COUNTY JAIL

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**LANE CONSTANT**

2300 Warrenville Road  
Downers Grove, Illinois 60515  
Phone: 816-282-895  
Fax: 630-271-5758  
Web: [www.aramarkcorrections.com](http://www.aramarkcorrections.com)  
Email: [constant-lane@aramark.com](mailto:constant-lane@aramark.com)

**BID FOR FOOD SERVICE ITB**

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May 16, 2022



Kendall County: Sheriff's Office  
Attention: Jeanne Russo Corrections Commander  
Address: 1102 Cornell Lane, Yorkville, IL 60560

**RE: Bid for Food Service ITB**

Aramark Correctional Services, LLC is pleased to submit the following proposal to the Kendall County Sheriff's Office for the provision of Food Services at the Kendall County Jail.

**a. The name and address of Aramark Corporation is:**

Aramark Correctional Services, LLC  
2400 Market Street  
Philadelphia, Pennsylvania 19103

**b. The name, title, and telephone number of the Aramark contact person(s) is:**

Lane Constant, Director of Business Development  
Email: constant-lane@aramark.com  
Phone: 816-282-895  
Fax: 630-271-5758

**c. The name and address of Aramark Corporation's Legal Department is:**

Aldie Loubier | Aramark | Vice President and Assistant General Counsel | Legal Department  
2400 Market Street, 8th Floor  
Philadelphia, PA 19103  
Phone: 215-238-3754

**d. I am an agent of Aramark Correctional Services, LLC (ACS) authorized to bind ACS to any contract for services resulting from this solicitation.**

My contact information is as follows:

Michael Elchenko, Vice President  
2300 Warrenville Road  
Downers Grove, IL 60515  
Phone: (352) 303-3478  
Fax: (630) 271-5758  
Email: Elchenko-Michael@sramark.com

Aramark looks forward to discussing this offer in detail with you and other appropriate representatives.

Sincerely,

A handwritten signature in black ink that reads "Michael Elchenko". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Michael Elchenko  
Vice President, Growth  
Aramark Correctional Services, LLC



# TABLE OF CONTENTS

EXECUTIVE SUMMARY .....	25
RESPONSE TO BIDDING DOCUMENTS .....	29
1. ITB.....	31
2. STATUTORY COMPLIANCE.....	31
3. TERM.....	31
4. PRICES .....	31
5. OPERATIONAL RESPONSIBILITIES.....	32
- A. Services.....	32
- B. Food Preparation Standards .....	56
- C. Employees/Inmate Labor.....	74
- D. Security .....	95
- E. Grievances.....	97
6. EQUIPMENT AND FACILITIES.....	99

## APPENDIX ON USB

- Appendix 1 - Handbooks, Manuals, and Forms
- Appendix 2 - Food Job Descriptions
- Appendix 3 - Employee Benefits Overview
- Appendix 4 - Annual Report and Form 10-K
- Appendix 5 - HACCP Manual

# EXHIBIT A - BID SUBMISSION COVER SHEET

ITB Number & Name Sheriff's Office 2022-01 / Bid for Food Service ITB  
Bidder Name (printed): Aramark Correctional Services, LLC  
Address: 2400 Market Street City, State, Zip: Philadelphia, PA 19103  
Bid Clarification Contact Person: Michael Elchenko Telephone: (352) 303-3478  
Email: elchenko-michael@aramark.com  
State of Incorporation: Delaware Entity Type: Limited Liability Corporation  
Federal Employer Identification Number (FEIN): 23-2778485

**Any individual signing below hereby certifies they are an authorized representative of Bidder and that:**

1. Bidder understands and accepts the requirements of this ITB and all Bidding Documents. By submitting a Bid, Bidder agrees to be bound by all requirements and terms and conditions set forth in the Bidding Documents.
2. Bidder acknowledges receipt of any and all Addenda to this ITB.
3. Bidder certifies all contents of the Bid (including any other forms or documentation, if required under the Bid Documents), and this Bid Submission Cover Sheet are truthful and accurate and have been prepared independently from all other Bidders, and without collusion, fraud, or other dishonesty.
4. Subject to acceptance by a majority vote of the Kendall County Board, the Bidder acknowledges that by submitting this Bid offer and signing in the space below, the Bidder is contractually obligated to comply with all items in the Bidding Documents.

  
Authorized Signature

May 13, 2022  
Date

Michael Elchenko, Vice President of Growth  
(Printed Name and Title)

elchenko-michael@aramark.com  
Email Address

# EXHIBIT B - Bid Form

BIDDER'S NAME: Aramark Correctional Services, LLC

KENDALL COUNTY ITB NUMBER: Sheriff's Office 2022-01

ITB PROJECT NAME: Bid for Food Service ITB

**1. COST OF WORK:** The undersigned Bidder having familiarized themselves with the conditions affecting the cost of the work and its performance and having carefully examined and fully understood the Bidding Documents, hereby affirms and agrees to enter into a contract with Kendall County, Illinois to provide all supervision, labor, material, equipment, and all other expense items to perform completely the entire work covered by all specifications for the entire work

Pricing per meal for each term of this agreement shall be as established below:

September 11 <sup>th</sup> , 2022 -November 30 <sup>th</sup> , 2022 the price per meal will be \$ <u>      </u> *.	* Please see Aramark's sliding scale pricing attached following this bid form.
December 1 <sup>st</sup> , 2020-Novemeber 30 <sup>th</sup> , 2023 the price per meal will be \$ <u>      </u> *.	
December 1 <sup>st</sup> , 2021-Novemeber 30 <sup>th</sup> , 2024 the price per meal will be \$ <u>      </u> *.	
December 1 <sup>st</sup> , 2022-Novemeber 30 <sup>th</sup> , 2025 the price per meal will be \$ <u>      </u> *.	

*[Please include a breakdown of unit and total prices for items as required as an attachment to this Bid Form.]*

**2. COSTS:** The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to Kendall County, Illinois for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, overhead expense, all profits, and all other work, services, and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Bidding Documents.

**3. PROFESSIONAL REFERENCES:** The undersigned shall provide at least three (3) professional references that can provide Kendall County, Illinois with information regarding the bidder's experience with this type of project, and these professional references are attached to this Bid Form.

**4. BID BOND:** All bidders are required to submit a bid surety with their Bid. The amount of the bid surety shall be ten percent (10%) of the total bid price. The undersigned's bid bond is attached to this Bid Form.

**5. COMPLIANCE CERTIFICATIONS:** By initialing below, the undersigned hereby certifies all of the following in accordance with applicable state and federal law:

- A. **COMPLIANCE WITH ILLINOIS DRUG FREE WORKPLACE ACT:** The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

ME (Initials)

- B. COMPLIANCE WITH THE ILLINOIS HUMAN RIGHTS ACT:** The undersigned does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and Human Rights Commission; (vi) direction on how to contact the Illinois Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also further certifies that, pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105), it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

ME (Initials)

- C. CERTIFICATION REGARDING BIDDER ELIGIBILITY:** The undersigned does hereby certify that it has not been barred from bidding on a public contract as a result of a violation of either Section 33E-3 (Bid-rigging) or Section 33E-4 (Bid rotating) of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

ME (Initials)

- D. NON-COLLUSION AFFIDAVIT:** The undersigned's completed Non-Collusion Affidavit is attached to this Bid Form.

*This Bid Form and all attachments are respectfully submitted this* 18 *day of* May, 2022.

Bidder's Name: Aramark Correctional Services, LLC

Mailing Address: 2400 Market Street, Philadelphia, Pennsylvania 19103

Telephone Number: (352) 303-3478

Facsimile Number: (830) 271-5758

Email Address: elchenko-michael@aramark.com

Website: <https://www.aramark.com/industries/business-and-government/corrections>

Type of Business Organization: *(Check the box that applies)*

- ☐ Sole Proprietor  
☐ Corporation  
☐ LLC  
☐ Partnership  
☐ Limited Partnership  
☒ Other: Limited Liability Corporation

Signature of Authorized Representative: 

Printed Name: Michael Elchenko

Title: Vice President of Growth

Attested by: 

Title: Notary

# SLIDING SCALE PRICING

## SEP 2022 – NOV 2022

NUMBER OF INMATES	PRICE
80-89	2.774
90-99	2.552
100-109	2.373
110-119	2.218
120-129	2.095
130-139	1.987
140-149	1.898
150-159	1.820

## DEC 2022 – NOV 2023

NUMBER OF INMATES	PRICE
80-89	3.079
90-99	2.833
100-109	2.634
110-119	2.462
120-129	2.325
130-139	2.206
140-149	2.107
150-159	2.020

## DEC 2023 – NOV 2024

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.

## DEC 2024 – NOV 2025

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.

**NON-COLLUSION AFFIDAVIT**

**(Complete and Submit with Bid Form)**

STATE OF Pennsylvania )  
 ) ss  
COUNTY OF Philadelphia )

Michael Elchenko . being duly sworn, says that he/she is  
Vice President of Growth of Aramark Correctional Services, LLC  
(sole owner, member of firm, corporate official) (individual, firm or corporate name)  
which has by the enactment of this document affirmed that he/she, in the preparation of the Bid estimates, has not entered into any verbal and/or written agreement with any of the other bidders or their agents for the specific purpose of fixing bid estimates to benefit him/herself or the firm he/she represents.

The undersigned Bidder further certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any unit of government in the State of Illinois, nor has the Bidder made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the Bidder committed bribery or attempted bribery on behalf of the Bidder and pursuant to the direction or authorization of a responsible official of the Bidder.

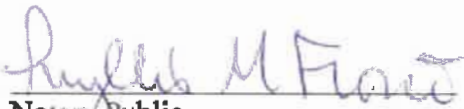
The undersigned Bidder further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of state laws prohibiting bid-rigging or bid-rotating.

Printed Name: Michael Elchenko

Title: Vice President of Growth

Signature: 

Subscribed and sworn to me this 16<sup>th</sup> day of May, 2022.

  
Notary Public  
(seal)

Commonwealth of Pennsylvania - Notary Seal  
PHYLLIS M FLORIO - Notary Public  
Philadelphia County  
My Commission Expires Jan 7, 2024  
Commission Number 1293566

## Bidder's Professional References

As part of their Bid package, the Bidder must provide at least three (3) professional/client references for services the Bidder has performed within the past five (5) years that are similar in size, scope, and type of

### Reference #1:

Professional Reference Name: Kane County, IL

Contact Person's Name: Ron Hain, Sheriff of Kane County

Telephone Number: 630-208-2000 Facsimile Number: 630-513-6984

Mailing Address: 37W755 Illinois Route 38 Ste B,  
Saint Charles, IL 60175 Email: RonHain@countyofkane.org

Description and date(s) of services: Food since 1998 / Commissary since 1999

### Reference #2:

Professional Reference Name: Winnebago County, IL

Contact Person's Name: Sheriff Gary Caruana

Telephone Number: 815-319-6000 Facsimile Number: 815-962-855

Mailing Address: 650 W. State St.  
Rockford, IL 61102 Email: caruanag@wco-il.us

Description and date(s) of services: Food since 1995 / Commissary since 2018

### Reference #3:

Professional Reference Name: McHenry County, IL

Contact Person's Name: Sheriff Bill Prim

Telephone Number: 815-338-9396 Facsimile Number: N/A

Mailing Address: 2200 N. Seminary Ave.  
Woodstock, IL, 60098 Email: bpprim@co.mchenry.il.us

Description and date(s) of services: Food since 2001 / Commissary since 2013



# CNA INSURANCE COMPANIES

## BID BOND

KNOW ALL MEN BY THESE PRESENTS: That we Aramark Correctional Services, LLC  
\_\_\_\_\_, Principal and  
Western Surety Company Surety are held and firmly bound  
unto Kendall County, Oblige  
in the sum of Ten Percent of Amount Bid  
\_\_\_\_\_  
Dollars ( 10% )  
for the payment of which we bind ourselves, our legal representatives, successors and assigns, jointly and  
severally, firmly by these presents.

WHEREAS Principal has submitted or is about to submit a proposal to Oblige on a contract for  
Inmate Food Services  
\_\_\_\_\_  
\_\_\_\_\_

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time  
as may be specified, enter into the contract in writing and give such bond or bonds as may be specified in the  
bidding or contract documents with surety acceptable to Oblige; or if Principal shall fail to do so, pay to  
Oblige the damages which Oblige may suffer by reason of such failure not exceeding the penalty of this  
bond, then this obligation shall be void; otherwise to remain in full force and effect.

Signed sealed and dated \_\_\_\_\_ May 18, 2022 \_\_\_\_\_

Aramark Correctional Services, LLC (Seal)  
(Principal)  
By: Michael Santos VP FINANCE  
(Title)



Western Surety Company (Seal)  
(Surety)  
By: [Signature]  
(Attorney-in-Fact) Daniel P. Dunigan  
Surety Phone No. 312-822-5000

G-23054-A

**CNA**

For All the Commitments You Make®



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Daniel P. Dunigan, Individually**

of, Berwyn, PA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

Surety Bond No.: Bid Bond

Principal: Aramark Correctional Services, LLC

Obligee: Kendall County

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 16th day of June, 2021.



WESTERN SURETY COMPANY

*Paul T. Bruslat*

Paul T. Bruslat, Vice President

State of South Dakota } ss  
County of Minnehaha }

On this 16th day of June, 2021, before me personally came Paul T. Bruslat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



*M. Bent*

M. Bent, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 18th day of May, 2022.



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary

Form F4280-7-2012

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

**Authorizing By-Law**

**ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY**

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.



## **EXECUTIVE SUMMARY**

# EXECUTIVE SUMMARY

Aramark is committed to the Kendall County Correctional Facility and the local community where our team members work and live. Our objective is not only to provide a low-cost menu, but also strive for an invaluable approach to staff and inmate well-being - while establishing operational standards that drive efficiency inside your facility's kitchen.

Aramark has always taken pride in our ability to create supply chain efficiencies, lead the industry in technology and program innovation, and develop standard-setting operating procedures. Perhaps more importantly, as a high-touch provider, we respond to ever-changing needs by drawing on client feedback, analyzing client surveys and providing the resources to resolve issues before they become the client's problems. Our program is customized to each facility, with the flexibility to evolve with the changing needs of clients, inmates, and their families. And to ensure your food service is implemented consistently every day, we have quality assurance processes in place to provide accountability throughout our organization.

Aramark's approach to quality will impact all aspects of your food service business, and our programs and solutions will go beyond those basic requirements and focus squarely on the needs of the County, your staff and the inmate. Key Performance Indicators in our facilities include:

- Providing appropriate staffing levels that ensure seamless meal delivery without fail
- Improving day to day inmate behavior by providing a more satisfying menu
- Maintaining a strong focus on safety and security
- Elevating customer service levels by providing transparent reporting on your time frame
- Implementation of Aramark's proprietary IN2WORK vocational training program at no cost to Kendall County

## SUPERIOR MANAGEMENT & HIRING PRACTICES

An operation with the vital demands of Kendall County requires the best employees available. Therefore, Aramark will be providing you with not only seasoned leadership, with years of experience in the Kendall & Kane Co area, but also the right front-line team to get results.

We will honor our commitment to attracting talented Aramark employees by:

- Offering high-end compensation and robust benefit options
- Utilizing ongoing state-of-the-art training
- Delivering valued incentives to substantially lower turnover
- Continually increasing the quality of the operations.

We are confident that our proposed staffing model will provide the required coverage needed to manage the inmate workforce and shift any burden from Kendall County staff. Our strategy will focus on ensuring inmate labor is following documented procedures, while additionally ensuring equipment is being properly used and cared for. Aramark's presence on-site and in the local area, such as Kane Co, will provide the necessary resources for proven contingency/emergency planning in case of unforeseen circumstances.

## FINANCIAL

We know that the quality meal service and consistent operations Kendall Co deserves cannot be delivered by cutting costs. Over the last year, we have all experienced a dramatic swing in workforce availability, and we recognize that we are all facing this challenge. Providers must be competitive in the market, and that does not mean hiring at the current minimum wage, but ensuring wages are in alignment with local living wages. We have instituted programs and starting wage levels designed to open the talent pool and ensure we have the experienced staff to support our operations.

Everyday our organization works to develop solutions stemming from supply chain issues and rising inflation. Recently, we have seen food cost inflation increase to more than 11% and the forecast confirms we will continue to experience this trend for at least the near term. Despite this record hyper-inflation, we have attempted to mitigate the proposed meal rates as much and as responsibly as possible. In the spirit of partnership, and because of these challenges, we are asking the Kendall Co leadership to accept our financial response included with the bid form (as well as on page 31), that will determine the lesser of the two pricing options noted once the term anniversary dates are reached.

Aramark's objective in this proposal is to demonstrate why we believe we are the right company to manage your food service operations, because of our dedicated resources, industry reputation, and our proven expertise to meet and exceed your expectations. We sincerely appreciate your time and consideration and look forward to discussing this proposal with you and answering any questions you may have.



# **RESPONSE TO BIDDING DOCUMENTS**

**1. ITB:** The ITB from which this Agreement resulted is incorporated as if fully restated herein, including all appendices attached thereto. In the event of a conflict between the ITB and this Agreement, the Agreement governs.

Aramark agrees and will comply.

**2. STATUTORY COMPLIANCE:** The Selected Bidder hereby agrees to furnish nutritious, wholesome, well cooked and palatable food to inmates in accordance with this Agreement. The food service shall meet all current standards as established by:  
A. The American Correctional Association,  
B. The Food and Nutritional Board of the National Academy Science as prescribed for inmate, and  
C. The laws of the State of Illinois.

Aramark agrees and will comply.

**3. TERM:** The initial term of this Agreement shall be from the 11th Day of September 2022, through and including the 30th Day of November 2022. The Agreement will automatically renew for an additional, three (3), consecutive, one-year terms, unless terminated as permitted by and in accordance with this Agreement. The Agreement shall not continue beyond November 30, 2025.

Aramark agrees and will comply.

**4. PRICES:**

## SLIDING SCALE PRICING

### SEP 2022 – NOV 2022

NUMBER OF INMATES	PRICE
80-89	2.774
90-99	2.552
100-109	2.373
110-119	2.218
120-129	2.095
130-139	1.987
140-149	1.898
150-159	1.820

### DEC 2022 – NOV 2023

NUMBER OF INMATES	PRICE
80-89	3.079
90-99	2.833
100-109	2.634
110-119	2.462
120-129	2.325
130-139	2.206
140-149	2.107
150-159	2.020

### DEC 2023 – NOV 2024

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.

### DEC 2024 – NOV 2025

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.

## **5. OPERATIONAL RESPONSIBILITIES**

*A. Services: Selected Bidder shall be responsible for the following services pursuant to the terms of this Agreement.*

*i. Selected Bidder shall provide three meals per day in which this Agreement is in effect, including one cold (breakfast) and two hot meals (lunch and dinner) per prisoner residing in the Project Site. The daily caloric content of the three meals should average at least 1,800 – 2,000 calories for adults.*

Aramark dietitians have provided 2500 calorie menus for your review and consideration. In their opinion, menus lower in calories than that will not meet the Dietary Reference Intakes for incarcerated male inmates. Please see our proposed menus on the following pages.





## **PROPOSED MENUS**

Proposed 5/2022

KENDALL  
ILLINOIS

2500 calories per day/cycle average



Week: 1

MONDAY

Meal Name: Breakfast

	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*
Peanut Butter	T. Ham	Peanut Butter	T. Ham	Peanut Butter	T. Ham	Cheese
1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut
1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw
Streisal Coffeecake	Streisal Coffeecake	Streisal Coffeecake	Fresh Baked Roll (2 ozw)	Streisal Coffeecake	Bakery Biscuit	Fresh Baked Roll (2 ozw)
1/60 cut	1/60 cut	1/60 cut	1 each	1 each	1/60 cut	1 each
Grape Jelly	Grape Jelly	Grape Jelly	Apple Jelly	Grape Jelly	Apple Jelly	Grape Jelly
2 packet	2 packet	2 packet	2 packet	2 packet	2 packet	2 packet
Fruit (1 @ or 1/2 cup equivalent)	Sweetened Tea	Sweetened Tea	Sweetened Tea	Fruit (1 @ or 1/2 cup equivalent)	Sweetened Tea	Sweetened Tea
1 portion	1 cup	1 cup	1 cup	1 portion	1 cup	1 cup
Sweetened Tea				Sweetened Tea		
1 cup				1 cup		

Meal Name: Lunch

Spicy Rice Casserole (2 oz)-	Country Patty (3 ozw each)	Sloppy Joe LS (3 oz)-	T. Bologna	Home-style Scalloped Potatoes (2 oz) 1 c veg-	Tex-Mex Taco Filling LS (3 oz)-	Roast Turkey
10 ozw	1 patty	4 ozw	Mustard	Peas	4 ozw	2 ozw
Green Beans	Gravy LS	Hamburger Bun	Enriched Bread	Creamy Coleslaw	Refried Pinto Beans LF	Gravy LS
1/2 cup	2 fl oz	1 each	1 cup	1/3 fl oz	1/2 cup	2 fl oz
Garden Salad	Cottage Fries LF	BBQ Black Beans LF	Cottage Fries LF	Bakery Biscuit	Rice LF	Lyonnais Potatoes LF
1/2 cup	1 cup	1 cup	1 cup	1/2 cup	1/2 cup	3/4 cup
Italian Dressing	Corn & Carrots	Carrots	Kettle Blend Mixed Vegetables	Whipped Margarine	Shredded Lettuce	Mixed Vegetables
1/2 fl oz	1/2 cup	1/2 cup	1/2 cup	1/3 ozw	1/2 cup	1/2 cup
Southern Cornbread	Fresh Baked Roll (2 ozw)	Fudge Brownie	Kettle Blend Mixed Vegetables	Whipped Margarine	Flour Tortilla (6")	Bread Dressing
1/60 cut	1 each	1/60 cut	1/2 cup	1/3 ozw	2 each	3/4 cup
Whipped Margarine	Whipped Margarine	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Iced White Cake	Fresh Baked Oatmeal Cookie (1 ozw)	Cheese Sauce	Fudge Brownie
1/3 ozw	1/3 ozw	1 cup	1 cup	1 each	1 fl oz	1/60 cut
Fudge Brownie	Fresh Baked Oatmeal Cookie (1 ozw)		Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Fruit (1 @ or 1/2 cup equivalent)	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium
1/60 cut	1 each			1 cup	1 portion	1 cup
Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium				1 cup	

Meal Name: Dinner

Glazed BBQ Patty (3 ozw each)	Mac & Cheese Casserole (2 oz)-	Meatballs (1/2 oz each)	Rotini & Italian Sauce (2 oz)-	Crispy Chicken Patty (3 ozw each)	Savory Stroganoff w/ Noodles (2 oz)-	Charbroiled Patty (3 ozw)
1 patty	10 ozw	6 each	10 ozw	1 patty	10 ozw	1 patty
BBQ Sauce	Peas	Sweet & Sour Sauce	Green Beans	Spanish Rice	Green Beans	Mustard
1/2 fl oz	1/2 cup	2 fl oz	1/2 cup	1 1/2 cup	1/2 cup	1/3 fl oz
Pinto Beans LF	Creamy Coleslaw	Rice LF	Garden Salad	Carrots	Coleslaw Vinaigrette	Mexican Pinto Beans
1 cup	1/2 cup	1 1/2 cup	1/2 cup	1/2 cup	1/2 cup	1 cup
Kettle Blend Mixed Vegetables	Bakery Biscuit	Kettle Blend Mixed Vegetables	Italian Dressing	Fresh Baked Roll (2 ozw)	Southern Cornbread	Carrots
1/2 cup	1/60 cut	1/2 cup	1/2 fl oz	1 each	1/60 cut	1/2 cup
Fresh Baked Garlic Roll (2 ozw)	Whipped Margarine	Fresh Baked Garlic Roll (2 ozw)	Fresh Baked Garlic Roll (2 ozw)	Whipped Margarine	Whipped Margarine	Fresh Baked Roll (2 ozw)
1 each	1/3 ozw	1 each	1 each	1/3 ozw	1/3 ozw	1 each
Fresh Baked Sugar Cookies (1 ozw)	Glazed White Cake	Fresh Baked Oatmeal Cookie (1 ozw)	Fresh Baked Sugar Cookies (1 ozw)	Fudge Brownie	Lemon Cake w/ Powdered Sugar	Fresh Baked Oatmeal Cookie (1 ozw)
1 each	1/60 cut	1 each	1 each	1/60 cut	1/60 cut	1 each
Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.

\*This item contains 125mg calcium and made with whole grains

**NUTRITION STATEMENT:** This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

# KENDALL ILLINOIS

2500 calories per day/cycle average



**Week: 2**

**MONDAY**

**Meal Name: Breakfast**

	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*
1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut
1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw
1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut
2 packet	2 packet	2 packet	2 packet	2 packet	2 packet	2 packet
1 portion	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

**Meal Name: Lunch**

T. Hot Dogs (1.5 oz each)	T. Bologna	Green Chile Stew--	T. Bologna	Mac & Cheese Casserole (2 oz)~	Crispy Chicken Patty (3 ozw each)	Spicy Rice Casserole (2 oz)~
2 each	Mustard	Green Beans	Mustard	Peas	Pinto Beans LF	Cabbage
1/2 fl oz	Enriched Bread	Garden Salad	Enriched Bread	Garden Salad	Kettle Blend Mixed Vegetables	Corn & Carrots
2 slice	AuGratin Potatoes	Italian Dressing	Parsley Potatoes	Italian Dressing	Fresh Baked Roll (2 ozw)	Southern Cornbread
1 cup	Carrots	Fresh Baked Garlic Roll (2 ozw)	Creamy Coleslaw	Fresh Baked Garlic Roll (2 ozw)	Whipped Margarine	Whipped Margarine
1/2 cup	Fudge Brownie	Fresh Baked Sugar Cookies (1 ozw)	Fresh Baked Oatmeal Cookie (1 ozw)	Fudge Brownie	Iced White Cake	Fruit (1 @ or 1/2 cup equivalent)
1/60 cut	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

**Meal Name: Dinner**

Baked Meatloaf (3 ozw each)	Cajun Jambalaya (2 oz)~	Meatballs (1/2 oz each)	Chili con Carne w/ Beans (2 oz)~	Salisbury Steak (3 ozw each)	Noodles & Gravy Casserole (2 oz)~	Charbroiled Patty (3 ozw)
1 patty	Pinto Beans LF	BBQ Sauce	Rice LF	Gravy LS	Peas	Mustard
2 fl oz	Coleslaw Vinaigrette	Rice LF	Garden Salad	Lyonnaise Potatoes LF	Creamy Coleslaw	BBQ Pinto Beans LF
1 1/2 cup	Fresh Baked Roll (2 ozw)	Peas & Carrots	Italian Dressing	Mixed Vegetables	Southern Cornbread	Garden Salad
1/2 cup	Whipped Margarine	Southern Cornbread	Fresh Baked Roll (2 ozw)	Bakery Biscuit	Whipped Margarine	Italian Dressing
1 each	Fresh Baked Oatmeal Cookie (1 ozw)	Whipped Margarine	Whipped Margarine	Whipped Margarine	Fudge Brownie	Fresh Baked Roll (2 ozw)
1/3 ozw	Sweetened Tea	1 cup	Iced White Cake	Fresh Baked Oatmeal Cookie (1 ozw)	Sweetened Tea	Iced White Cake
1 each	1 cup	1 cup	1/60 cut	Sweetened Tea	1 cup	Sweetened Tea
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

All entire portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Limitation cheese with calcium is used.

\*This item contains 125mg calcium and made with whole grains

**NUTRITION STATEMENT:** This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

Proposed 5/2022

# KENDALL ILLINOIS

2500 calories per day/cycle average



**Week: 3**

**MONDAY**

**Meal Name: Breakfast**

	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*	Peanut Butter Breakfast Bar*	Cinnamon Breakfast Bar*
T. Ham	T. Ham	T. Ham	T. Ham	Peanut Butter	T. Ham	Cheese
1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut
1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw	1 ozw
Bakery Biscuit	Bakery Biscuit	Streusel Coffeecake	Streusel Coffeecake	Streusel Coffeecake	Bakery Biscuit	Fresh Baked Roll (2 ozw)
1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut	1/60 cut
Apple Jelly	Apple Jelly	Grape Jelly	Apple Jelly	Grape Jelly	Apple Jelly	Grape Jelly
2 packet	2 packet	2 packet	2 packet	2 packet	2 packet	2 packet
Fruit (1@ or 1/2 cup equivalent)	Sweetened Tea	Sweetened Tea	Sweetened Tea	Fruit (1@ or 1/2 cup equivalent)	Sweetened Tea	Sweetened Tea
1 portion	1 cup	1 cup	1 cup	1 portion	1 cup	1 cup
Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

**Meal Name: Lunch**

T. Bologna	Rotini & Italian Sauce (2 oz)~	Sloppy Joe LS (3 oz)~	T. Ham	T. Hot Dogs (1.5 oz each)	Asian Fried Rice (2 oz)~	Noodles & Meatballs (2oz meatballs)
Mustard	Kettle Blend Mixed Vegetables	Hamburger Bun	Pinto & Black Beans	Mustard	Carrots	Garden Salad
1/3 fl oz	1/2 cup	1 each	1 cup	1 cup	1/2 fl oz	1/2 cup
Enriched Bread	Garden Salad	Black Beans	Green Beans	Enriched Bread	Coleslaw Vinaigrette	Italian Dressing
2 slice	1/2 cup	1 cup	1 cup	1/2 cup	2 slice	1/2 cup
Coney Sauce	Italian Dressing	Rice LF	Southern Cornbread	Pinto Beans LF	Fresh Baked Roll (2 ozw)	Fresh Baked Roll (2 ozw)
1 cup	1/2 fl oz	1 cup	1 cup	1/60 cut	1 each	1 each
Green Beans	Fresh Baked Garlic Roll (2 ozw)	Fruit (1@ or 1/2 cup equivalent)	Whipped Margarine	Creamy Coleslaw	Whipped Margarine	Whipped Margarine
1/2 cup	1 each	1 portion	1 cup	1/3 ozw	1/3 ozw	1/3 ozw
Frosted Fudge Brownie	Fresh Baked Oatmeal Cookie (1 ozw)	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Fudge Brownie w/ Powdered Sugar Topping	Iced White Cake	Glazed White Cake	Fresh Baked Oatmeal Cookie (1 ozw)
1/60 cut	1 each	1 cup	1/60 cut	1/60 cut	1/60 cut	1 each
Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium
1 cup	1 cup	1 cup	1 cup	1 cup	1 cup	1 cup

**Meal Name: Dinner**

AuGratin Potatoes (2 oz/ 1 c veg)~	Glazed BBQ Patty (3 ozw each)	Enchilada Casserole (2 oz)~	Rotini & Alfredo Sauce (2 oz)~	Savory Rice & Peppers (2 oz)~	Charbroiled Patty (3 ozw)	American Goulash (2 oz)~
10 ozw	1 patty	10 ozw	Cabbage	Corn & Carrots	Mustard	Kettle Blend Mixed Vegetables
Carrots	BBQ Sauce	Spanish Rice	Carrots	Garden Salad	Fresh Baked Roll (2 ozw)	Creamy Coleslaw
1/2 cup	1/2 fl oz	1 cup	1/2 cup	1/2 cup	1 each	1/2 cup
Coleslaw Vinaigrette	Parsley Potatoes	Shredded Lettuce	Fresh Baked Garlic Roll (2 ozw)	Italian Dressing	Baked Beans	Southern Cornbread
1/2 cup	1/2 cup	1/2 cup	1 each	1/2 fl oz	1 cup	1/60 cut
Southern Cornbread	Cabbage	Italian Dressing	Lemon Cake w/Powdered Sugar	Southern Cornbread	Peas	Whipped Margarine
1/60 cut	1/2 cup	1/2 fl oz	1/60 cut	1/60 cut	1/2 cup	1/3 ozw
Whipped Margarine	Southern Cornbread	Corn Tortilla 6"	Sweetened Tea	Whipped Margarine	Lemon Cookie (1 oz)	Fudge Brownie w/ Powdered Sugar Topping
1/3 ozw	1/60 cut	2 each	1/60 cut	1 cup	1 each	1/60 cut
Fresh Baked Sugar Cookies (1 ozw)	Whipped Margarine	Iced White Cake	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea
1 each	1/3 ozw	1/60 cut	1 cup	1 cup	1 cup	1 cup
Sweetened Tea	Lemon Cookie (1 oz)	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea	Sweetened Tea
1 cup	1 each	1 cup	1 cup	1 cup	1 cup	1 cup

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.

\*This item contains 125mg calcium and made with whole grains

**NUTRITIONAL STATEMENT:** This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

Proposed 5/2022

# KENDALL ILLINOIS

2500 calories per day/cycle average



Week: 4

MONDAY

Meal Name: Breakfast

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

Cinnamon Breakfast Bar*		Peanut Butter Breakfast Bar*		Cinnamon Breakfast Bar*		Peanut Butter Breakfast Bar*		Cinnamon Breakfast Bar*		Peanut Butter Breakfast Bar*		Cinnamon Breakfast Bar*	
Peanut Butter	1/60 cut	T. Ham	1 ozw	Peanut Butter	1/60 cut	T. Ham	1 ozw	Peanut Butter	1/60 cut	T. Ham	1 ozw	Peanut Butter	1/60 cut
Streusel Coffeecake	1 ozw	Bakery Biscuit	1/60 cut	Streusel Coffeecake	1 ozw	Fresh Baked Roll (2 ozw)	1 each	Streusel Coffeecake	1/60 cut	Bakery Biscuit	1/60 cut	Fresh Baked Roll (2 ozw)	1 ozw
Grape Jelly	2 packet	Apple Jelly	2 packet	Grape Jelly	2 packet	Apple Jelly	2 packet	Grape Jelly	2 packet	Apple Jelly	2 packet	Grape Jelly	2 packet
Fruit (1@ or 1/2 cup equivalent)	1 portion	Sweetened Tea	1 cup	Sweetened Tea	1 cup	Sweetened Tea	1 cup	Fruit (1@ or 1/2 cup equivalent)	1 portion	Sweetened Tea	1 cup	Sweetened Tea	1 cup
Sweetened Tea	1 cup			Sweetened Tea	1 cup			Sweetened Tea	1 cup			Sweetened Tea	1 cup

Meal Name: Lunch

T. Bologna		Country Patty (3 ozw each)		Peppery Picadillo (2 oz)~		T. Bologna		Rotini & Italian Sauce (2 oz)~		T. Ham	
Mustard	2 ozw	Cream Gravy LS	2 fl oz	Garden Salad	1/2 cup	Mustard	1/2 cup	Mixed Vegetables	1/2 cup	Scalloped Potatoes	2 ozw
Enriched Bread	1/3 fl oz	Cottage Fries LF	1/2 cup	Italian Dressing	1/2 fl oz	Enriched Bread	2 slice	Garden Salad	1/2 cup	Coleslaw Vinaigrette	3/4 cup
Parsley Potatoes	2 slice	Cabbage	1/2 cup	Green Beans	1/2 cup	BBQ Pinto Beans LF	3/4 cup	Italian Dressing	1/2 cup	Fresh Baked Roll (2 ozw)	1/2 cup
Kettle Blend Mixed Vegetables	1 1/2 cup	Fresh Baked Roll (2 ozw)	1/2 cup	Fresh Baked Roll (2 ozw)	1 each	Peas & Carrots	1/2 cup	Fresh Baked Garlic Roll (2 ozw)	1 each	Whipped Margarine	1 each
Iced White Cake	1/2 cup	Whipped Margarine	1/3 ozw	Whipped Margarine	1/3 ozw	Fudge Brownie	1/60 cut	Fresh Baked Oatmeal Cookie (1 ozw)	1 each	Fruit (1@ or 1/2 cup equivalent)	1/3 ozw
Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup	Lemon Cake w/Powdered Sugar	1/60 cut	Fresh Baked Sugar Cookies (1 ozw)	1 each	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup
		Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup	Lemon Fruit Drink w/ Vitamins B12, C, D, E & Calcium	1 cup						

Meal Name: Dinner

Chili con Carne w/ Beans (2 oz)~		Cajun Jambalaya (2 oz)~		T. Hot Dogs (1.5 oz each)		Crispy Chicken Patty (3 ozw each)		Mac & Cheese Casserole (2 oz)~	
Rice LF	10 ozw	Roast Turkey	2 ozw	Mustard	2 each	BBQ Sauce	1 patty	Peas	10 ozw
Garden Salad	1 cup	Gravy LS	2 fl oz	Enriched Bread	1/2 fl oz	Baked Beans	1/2 cup	Garden Salad	1/2 cup
Italian Dressing	1/2 cup	Rice O'Brien LF	1 1/2 cup	Coney Sauce	2 slice	Carrots	1 cup	Italian Dressing	1/2 cup
Fresh Baked Roll (2 ozw)	1/2 fl oz	Corn	1/2 cup	Creamy Coleslaw	1 cup	Fresh Baked Roll (2 ozw)	1/2 cup	Southern Cornbread	1/2 fl oz
Whipped Margarine	1 each	Fresh Baked Garlic Roll (2 ozw)	1 each	Iced White Cake	1/60 cut	Whipped Margarine	1 each	Whipped Margarine	1/60 cut
Fresh Baked Sugar Cookies (1 ozw)	1/3 ozw	Lemon Cookie (1 oz)	1 each	Sweetened Tea	1/3 ozw	Glazed White Cake	1/3 ozw	Fresh Baked Oatmeal Cookie (1 ozw)	1/3 ozw
Sweetened Tea	1 each	Sweetened Tea	1 cup			Sweetened Tea	1/60 cut	Sweetened Tea	1 each

All entire portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Initiation cheese with calcium is used.

\*This item contains 125mg calcium and made with whole grains

**NUTRITION STATEMENT:** This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.



Blank cells represent missing (unknown) nutrient values

Amounts in red include missing (unknown) nutrient values.

[illegible]



Profit Center: NOSS - VP  
Location: Downers Grove Regional Office  
Service Area: NOSS Main (template only)  
Menu Name: Kendall, IL 2500 cal CHH (proposed 5.2022)cj  
Age Group: Male/Female Age 19-50 Years Old DRI-RDA

Cycle Menu - Week: Nutritional Analysis

10/2022 4:42PM

Period: All Week: 2 Avg. Method: Weighted

Blank cells represent missing (unknown) nutrient values.

	Calories	Pro	CHO	Fat		Fiber (g)	Na (mg)	Vit A (RAE)	SFA (g)	Vit C (mg)	Vit B1 (mg)	Vit B2 (mg)	Nia (mg)	Vit B6 (mg)	Fola (mcg)	Vit B12 (mcg)	Ca (mg)	P (mg)	Fe (mg)
	(g)	% of Calories	(g)	% of Calories	(g)	% of Calories	(mg)	(RAE)	(g)	(mg)	(mg)	(mg)	(mg)	(mg)	(mcg)	(mcg)	(mg)	(mg)	(mg)
Std.	2800	56.0	350.0	95.0	<= 0.00	300.0	25.00	900.00	32.00	90.00	1.20	16.00	16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Sum.	2647	67.7	391.2	59.1	91.7	31.2	18.90	530.95	27.63	120.33	2.30	1.42	27.23	1.18	639.11	3.03	1300.6	1262.4	18.25
Var.	(153.2)	11.7	41.2	(3.3)	(3.3)	31.2	(108.0)	-369.05	(4.37)	30.33	1.10	0.12	11.23	(0.12)	239.11	0.63	300.6	562.4	0.25
% of Std.	94.5	120.8	111.8	96.5	96.5	64.0	75.59	58.99	86.33	133.69	191.42	109.38	170.16	90.92	159.78	126.04	130.1	180.3	101.41
Sum.	2595	65.1	356.3	54.9	106.3	36.9	27.11	1,236.78	29.63	111.13	1.87	1.18	22.35	1.27	630.44	2.83	1188.4	1231.4	18.79
Var.	(204.5)	9.1	6.3	6.3	11.3	36.9	(164.7)	336.78	(2.37)	21.13	0.67	(0.12)	6.35	(0.03)	230.44	0.43	188.4	531.4	0.79
% of Std.	92.7	116.3	101.8	111.9	111.9	45.1	108.45	137.42	92.59	123.47	155.42	90.54	139.71	97.46	157.61	117.83	118.9	175.9	104.39
Sum.	2270	54.3	330.6	56.3	84.8	33.6	180.9	960.51	24.56	117.20	4.08	2.79	22.94	1.03	446.31	2.84	1100.8	1152.1	16.75
Var.	(530.2)	(1.7)	(19.4)	(10.2)	(10.2)	33.6	(119.1)	60.51	(7.44)	27.20	2.88	1.49	6.94	(0.27)	46.31	0.44	100.8	452.1	(1.25)
% of Std.	81.1	97.1	94.5	89.2	89.2	60.3	71.95	106.72	76.76	130.22	340.17	214.85	143.39	78.92	111.58	118.42	110.1	164.6	93.06
Sum.	2634	73.3	398.8	60.5	88.0	30.1	142.5	437.71	23.32	133.50	2.15	1.36	24.85	1.73	723.06	2.84	1109.7	1186.4	19.67
Var.	(165.8)	17.3	48.8	(7.0)	(7.0)	30.1	(157.5)	-462.29	(8.68)	43.50	0.95	0.06	8.85	0.43	323.06	0.44	109.7	486.4	1.67
% of Std.	94.1	130.8	113.9	92.6	92.6	47.5	130.69	48.63	72.87	148.33	179.08	104.85	155.34	133.31	180.76	118.25	111.0	169.5	109.27
Sum.	2565	62.9	371.9	58.0	95.4	33.5	165.8	869.91	28.55	111.58	2.10	1.54	24.05	1.40	476.49	2.80	1245.9	1368.9	17.82
Var.	(235.3)	6.9	21.9	0.4	0.4	33.5	(134.2)	-30.09	(3.45)	21.58	0.90	0.24	8.05	0.10	76.49	0.40	245.9	568.9	(0.18)
% of Std.	91.6	112.4	106.3	100.4	100.4	55.3	100.14	96.66	89.23	123.97	175.33	118.46	150.34	107.69	119.12	116.75	124.6	195.6	98.99
Sum.	2707	80.3	382.6	56.5	100.0	33.3	125.1	1,175.43	26.67	96.38	2.26	1.46	21.38	1.32	842.61	2.72	1216.9	1670.9	21.95
Var.	(93.2)	24.3	32.6	5.0	5.0	33.3	(174.9)	275.43	(5.33)	6.38	1.06	0.16	5.38	0.02	442.61	0.32	216.9	970.9	3.95
% of Std.	96.7	143.4	109.3	105.3	105.3	41.7	152.84	130.60	83.36	107.09	188.17	112.62	133.61	101.23	210.65	113.33	121.7	238.7	121.93
Sum.	2332	63.4	351.4	60.3	79.7	30.7	166.9	873.82	26.57	153.78	2.32	1.17	18.41	1.38	686.98	3.20	1296.9	1093.5	17.32
Var.	(467.9)	7.4	1.4	(15.4)	(15.4)	30.7	(133.1)	-26.18	(5.43)	63.78	1.12	(0.13)	2.41	0.08	266.98	0.80	296.9	393.5	(0.68)
% of Std.	83.3	113.3	100.4	83.8	83.8	55.6	116.69	97.09	83.03	170.86	193.42	89.69	115.05	108.46	168.75	133.25	129.7	156.2	96.22
Avg.	2536	66.7	369.0	58.2	92.2	32.7	158.4	869.30	26.70	120.56	2.44	1.56	23.03	1.33	632.14	2.89	1208.4	1280.8	18.65
Std.	2800.0	56.0	350.0	95.0	<= 0.00	300.0	25.00	900.00	32.00	90.00	1.20	16.00	16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Var.	(264.3)	10.7	19.0	(2.8)	(2.8)	32.7	(141.6)	-30.70	(5.30)	30.56	1.24	0.26	7.03	0.03	232.14	0.49	208.4	580.8	0.65
% of Std.	91.0	119.2	105.4	97.1	97.1	52.8	108.02	96.59	83.45	133.95	203.29	120.05	143.94	102.29	158.04	120.55	120.8	183.0	103.61

Amounts in red include missing (unknown) nutrient values.

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Profit Center: NOSS - VP  
Location: Downers Grove Regional Office  
Service Area: NOSS Main (template only)  
Menu Name: Kendall, IL 2500 cal CHH (proposed 5.2022)cj  
Age Group: Male/Female Age 19-50 Years Old DRI-RDA

Cycle Menu - Weekly Nutritional Analysis

5/10/2022 4:42PM

Period: All Week: 3 Avg. Method: Weighted

Blank cells represent missing (unknown) nutrient values.

	Pro	CHO	Fat	Fiber (g)	Na (mg)	Vit A (RAE)	SFA (g)	Vit C (mg)	Vit B1 (mg)	Vit B2 (mg)	Nia (mg)	Vit B6 (mg)	Fola (mcg)	Vit B12 (mcg)	Ca (mg)	P (mg)	Fe (mg)
Calories	(g)	% of Calories	(g)	% of Calories	(mg)	(RAE)	(g)	(mg)	(mg)	(mg)	(mg)	(mg)	(mcg)	(mcg)	(mg)	(mg)	(mg)
2800	56.0	350.0	95.0	<= 0.00	300.0	900.00	32.00	90.00	1.20		16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Std.																	
Day: 1																	
2487	59.5	371.5	91.7	33.2	115.5	1,182.84	25.89	147.07	1.72	1.33	19.76	1.68	567.53	2.77	1255.8	1310.5	18.20
(312.8)	3.5	21.5	(3.3)	33.2	(184.5)	282.84	(6.11)	57.07	0.52	0.03	3.76	0.38	167.53	0.37	255.8	610.5	0.20
Var.																	
% of Std.																	
88.8	106.3	106.1	96.5		38.5	131.43	80.91	163.41	143.17	102.31	123.49	129.15	141.88	115.25	125.6	187.2	101.10
Sum.																	
Day: 2																	
2462	65.0	352.8	92.6	33.8	170.3	1,146.19	26.10	136.78	2.32	1.91	24.58	1.53	420.84	2.92	1222.7	1365.8	15.29
(338.3)	9.0	2.8	(2.4)	33.8	(129.7)	246.19	(5.90)	46.78	1.12	0.61	8.58	0.23	20.84	0.52	222.7	685.8	(2.71)
Var.																	
% of Std.																	
87.9	116.1	100.9	97.4		56.8	127.35	81.57	151.98	192.92	146.62	153.65	117.46	105.21	121.83	122.3	198.0	84.94
Sum.																	
Day: 3																	
2546	79.6	387.4	80.2	28.4	172.5	381.66	22.93	91.42	2.40	1.29	25.26	1.43	879.46	3.09	1146.5	1347.5	21.37
(254.4)	23.6	37.4	(14.8)	28.4	(127.5)	318.34	(9.07)	1.42	1.20	(0.02)	9.26	0.13	479.46	0.69	146.5	847.5	3.37
Var.																	
% of Std.																	
90.9	142.2	110.7	84.4		57.5	42.41	71.65	101.58	200.00	98.85	157.86	109.85	219.86	128.63	114.7	192.5	118.71
Sum.																	
Day: 4																	
2591	76.3	375.1	93.4	32.4	141.7	1,283.04	26.87	120.25	2.36	1.62	22.63	1.28	832.37	3.09	1371.3	1667.1	21.14
(209.4)	20.3	25.1	(1.6)	32.4	(158.3)	383.04	(5.13)	30.25	1.16	0.32	6.63	(0.02)	432.37	0.69	371.3	967.1	3.14
Var.																	
% of Std.																	
92.5	136.2	107.2	98.3		47.2	142.66	83.97	133.61	196.67	124.23	141.46	98.15	208.09	128.58	137.1	238.2	117.43
Sum.																	
Day: 5																	
2604	72.8	390.8	88.2	30.5	176.6	834.14	25.51	145.69	2.07	1.46	24.55	1.68	778.59	2.97	1201.9	1515.6	21.07
(195.9)	16.8	40.6	(6.8)	30.5	(123.4)	65.86	(6.49)	55.69	0.87	0.16	8.55	0.38	378.59	0.57	201.9	815.6	3.07
Var.																	
% of Std.																	
93.0	130.1	111.7	92.8		58.9	92.68	79.73	161.88	172.83	112.08	153.44	129.54	194.65	123.67	120.2	216.5	117.03
Sum.																	
Day: 6																	
2732	79.0	391.4	99.9	32.9	31.13	1,084.66	25.88	101.62	2.36	1.38	26.02	1.32	791.18	3.35	1316.5	1473.4	22.11
(68.3)	23.0	41.4	4.9	32.9	6.13	184.66	(6.12)	11.82	1.16	0.08	10.02	0.02	391.18	0.95	316.5	773.4	4.11
Var.																	
% of Std.																	
97.6	141.1	111.6	105.2		68.2	120.62	80.86	113.13	197.00	106.38	162.63	101.62	197.80	139.54	131.7	210.5	122.81
Sum.																	
Day: 7																	
2271	56.9	326.3	85.1	33.7	174.5	1,175.12	27.05	96.45	3.45	2.75	19.87	0.85	459.64	2.82	1132.4	1034.6	16.57
(529.3)	0.9	(23.7)	(9.9)	33.7	(125.4)	275.12	(4.95)	6.45	2.25	1.45	3.87	(0.46)	59.64	0.42	132.4	334.6	(1.43)
Var.																	
% of Std.																	
81.1	101.5	93.2	89.6		58.2	130.57	84.54	107.17	287.50	211.85	124.19	65.00	114.91	117.63	113.2	147.8	92.03
Sum.																	
Day: 7																	
2527	69.9	370.7	90.2	32.1	29.14	1,012.52	25.75	119.93	2.38	1.68	23.24	1.39	675.66	3.00	1235.3	1390.6	19.39
2800.0	56.0	350.0	95.0	<= 0.00	300.0	900.00	32.00	90.00	1.20		16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Var.																	
% of Std.																	
90.0	124.8	105.9	94.9		55.0	112.50	80.46	133.25	198.58	128.90	145.25	107.25	168.91	125.02	123.5	198.7	107.72

Amounts in red include missing (unknown) nutrient values.

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Profit Center: NOSS - VP  
Location: Downers Grove Regional Office  
Service Area: NOSS Main (template only)  
Menu Name: Kendall, IL 2500 cal CHH (proposed 5.2022)ci  
Age Group: Male/Female Age 19-50 Years Old DRI-RDA

Cycle Menu - Wet Nutritional Analysis

10/2022 4:42PM

Period: All Week: 4 Avg. Method: Weighted

Blank cells represent missing (unknown) nutrient values.

	Pro	CHO	Fat		Fiber (g)	Na (mg)	Vit A (RAE)	SFA (g)	Vit C (mg)	Vit B1 (mg)	Vit B2 (mg)	Nia (mg)	Vit B6 (mg)	Folia (mcg)	Vit B12 (mcg)	Ca (mg)	P (mg)	Fe (mg)
	Calories (g)	% of Calories (g)	% of Calories (g)	% of Calories (g)	Chol (mg)													
Std.	2800	56.0	350.0	85.0 <= 0.00	300.0	25.00	4000	900.00	32.00	90.00	1.20	16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Day: 1	2692	67.3	421.7	87.0	115.8	35.20	2233	1,183.35	25.84	135.75	2.22	1.41	1.93	726.93	2.77	1178.4	1253.0	19.64
Var.	(107.7)	11.3	71.7	(8.0)	(184.2)	10.20	(1767)	283.35	(6.36)	45.75	1.02	0.11	0.63	326.93	0.37	179.4	553.0	1.64
% of Std.	96.2	120.3	120.5	91.6	38.6	140.79	56	131.48	80.13	150.84	185.25	108.08	148.69	181.73	115.25	117.9	179.0	109.08
Day: 2	2395	59.1	354.7	87.6	134.3	17.32	3307	502.43	24.33	113.92	1.57	1.11	1.02	471.47	2.86	1200.6	1300.9	15.29
Var.	(405.2)	3.1	4.7	(7.4)	(165.7)	(7.68)	(693)	-397.57	(7.68)	23.92	0.37	(0.19)	7.06	71.47	0.46	200.6	600.9	(2.71)
% of Std.	85.5	105.6	101.4	92.2	44.8	69.28	83	55.93	76.02	128.58	131.00	85.62	144.12	117.87	119.29	120.1	185.8	84.97
Day: 3	2944	76.3	427.6	107.2	118.1	37.03	2812	889.24	34.09	146.86	2.24	1.36	1.86	801.48	3.25	1364.9	1651.9	19.54
Var.	143.9	20.3	77.6	12.2	(181.9)	12.03	(1186)	-10.76	2.09	56.86	1.04	0.06	0.56	401.48	0.85	364.9	951.9	1.54
% of Std.	105.1	136.3	122.2	112.8	39.4	148.13	70	98.80	106.52	163.18	187.00	104.46	143.36	200.37	135.33	136.5	236.0	108.56
Day: 4	2447	75.7	344.9	89.2	196.7	29.16	4090	416.08	24.55	114.85	1.79	1.58	1.74	577.37	3.03	1067.4	1256.6	18.76
Var.	(352.6)	19.7	(5.2)	(5.8)	(103.3)	4.16	90	-483.94	(7.45)	24.85	0.59	0.28	0.44	177.37	0.63	67.4	556.6	0.76
% of Std.	87.4	135.1	98.5	93.9	65.6	116.62	102	46.23	76.72	127.61	149.17	152.32	133.62	144.34	126.13	106.7	179.5	104.24
Day: 5	2389	63.2	368.8	61.7	115.2	34.08	3271	1,497.35	21.85	119.88	2.59	1.23	1.42	702.05	2.76	1161.8	1319.9	20.00
Var.	(410.6)	7.2	18.8	(16.2)	(184.8)	9.08	(729)	597.35	(10.15)	29.86	1.39	(0.07)	0.12	302.05	0.36	161.8	619.9	2.00
% of Std.	85.3	112.9	105.4	83.0	38.4	136.31	82	166.37	66.27	133.17	215.50	94.62	109.00	175.51	114.92	116.2	186.6	111.13
Day: 6	2593	78.8	390.6	82.6	28.8	31.68	3313	1,239.84	19.82	64.10	2.54	1.51	1.09	697.16	2.70	1165.1	1547.6	20.39
Var.	(217.2)	22.8	40.6	(12.4)	(181.6)	6.88	(687)	339.84	(12.18)	(25.80)	1.34	0.21	0.21	297.16	0.30	165.1	847.6	2.39
% of Std.	92.2	140.7	111.6	86.9	39.5	126.73	83	137.76	61.93	71.22	211.42	116.00	142.20	174.29	112.46	116.5	221.1	113.29
Day: 7	2193	54.8	326.3	59.5	123.0	19.61	3401	642.61	24.36	135.11	1.71	1.23	1.17	411.10	2.82	1285.6	1104.2	13.32
Var.	(606.9)	(1.2)	(23.8)	(16.7)	(177.0)	(5.39)	(599)	-257.39	(7.64)	45.11	0.51	(0.07)	(0.13)	11.10	0.42	285.6	404.2	(4.68)
% of Std.	78.3	97.8	93.2	82.4	41.0	78.45	85	71.40	76.12	150.12	142.67	94.85	90.31	102.77	117.54	128.6	157.7	73.98
Avg.	2520	67.9	376.4	87.2	131.6	29.15	3204	910.13	24.95	118.63	2.09	1.35	1.46	626.79	2.88	1203.5	1347.7	18.14
Std.	2800.0	56.0	350.0	85.0 <= 0.00	300.0	25.00	4000	900.00	32.00	90.00	1.20	16.00	1.30	400.00	2.40	1000.0	700.0	18.00
Var.	(279.5)	11.9	26.4	(7.6)	(168.4)	4.15	(796)	10.13	(7.05)	28.63	0.89	0.05	0.16	226.79	0.48	203.5	547.7	0.14
% of Std.	90.0	121.2	107.5	91.8	43.9	116.62	80	101.13	77.96	131.82	174.57	103.59	112.52	156.70	120.13	120.4	192.5	100.75

Amounts in red include missing (unknown) nutrient values.

The information contained in this report is for informational purposes only and is derived from manufacturer's labels, packaging and inserts and from information made publicly available by the United States Department of Agriculture. ARAMARK is not responsible for and cannot guarantee the accuracy of any of the nutritional information contained in this report. Ingredients and menu items are subject to change without notice. Information contained in this report is not intended for a person with food allergy or medical conditions nor is it intended as a substitute for advice from a physician or other healthcare professional. You should not use the nutritional information in this report for the diagnosis or treatment of any health problem, condition or ailment or for the prescription or taking of any medication, drug or nutritional, herbal or homeopathic substance.

*We are proposing our proprietary FreshFavorites program for your consideration. Inmates can use their Trust Fund to purchase restaurant quality meals on a mutually determined schedule. We have found this program to be highly successful at enhancing inmate morale and acting as a behavioral modification tool. Following is a detailed description of the program.*

## VALUE ADD: FRESHFAVORITES™

### BEHAVIOR AND TRAINING TOOL

Inmate behavior affects security and your officers' work environment. FreshFavorites™ is a tool officers can use to reward good behavior, and in turn, enhance security.



Made on site, FreshFavorites brings popular takeout-style foods such as hamburgers to your facility. Inmates pay for items through their trust fund. This program is considered a privilege that motivates them by providing a taste of foods they would get at home. In addition to burgers, food choices include pizza, burritos, nachos, and cheesesteaks; healthier selections like salads and grilled chicken sandwiches; and desserts such as chocolate chip cookies. There are more than 250 items available.



**FreshFavorites is also a Training Tool.** As the key component of IN2WORK food service training, inmates participating in the IN2WORK program at your facility will learn how to prepare and serve takeout food as they would in a retail food environment.

Aramark provides facility-approved marketing materials to drive inmate excitement and participation—promotions highlight featured menu items and celebration specials quarterly to help drive engagement. These menus incorporate the latest research and recipes from culinary teams and chefs throughout Aramark. We review the FreshFavorites menu regularly to discontinue slow-moving items and develop new promotional strategies.

Collaboration and customization are key to the program's success. Aramark will work closely with Kendall County Jail to ensure we meet your security protocols, determine an appropriate delivery schedule, and provide a menu tailored to your regional preferences. Because the program helps by encouraging positive behavior, it is a privilege given or taken away based on predetermined criteria. Kendall County Jail will benefit from fewer disruptions and security-related issues.

### THIS IS HOW IT WORKS:



# VALUE ADD: iCARE FRESH

## CONNECTION WHILE INCARCERATED

Important connections are often compromised while incarcerated. iCare Fresh provides support by allowing inmates to receive gifts from loved ones.



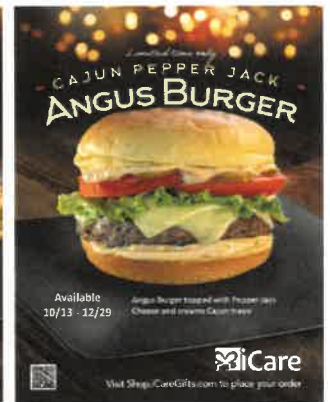
iCare Fresh allows family members and friends to purchase freshly prepared restaurant-style meals through our secure website using a credit or debit card. Meals are prepared fresh on-site by Aramark staff and delivered to inmates, providing them with a taste of home.

The iCare Fresh menu includes more than 100 items, with everything from traditional favorites like pizza, burgers, and tacos to on-trend selections and healthier options. We work with you to customize a menu that works best for your facility. Menus incorporate the latest research and recipes from our culinary team and chefs. The menu is reviewed regularly to discontinue slow-moving items and develop new promotional strategies.

Aramark provides thank-you postcards to inmates, which can be sent to friends and family promoting the program. Once an iCare account is created, family members and friends receive promotional offers and discounts for select items.



**The iCare Fresh Program generates additional revenue and promotes a calmer atmosphere at your facility by improving inmate behavior and morale. It is a revocable privilege, so good behavior is easier to maintain.**



## THIS IS HOW IT WORKS:



LOVED ONES LOG ON TO  
ICAREGIFTS.COM AND  
CHOOSE A FRESH MEAL  
ITEM OR ITEMS



LOOK UP THE  
INMATE WHO WILL  
RECEIVE THE FOOD



ENTER PAYMENT  
INFORMATION, ORDER  
CONFIRMATION AND  
TRACKING NUMBER SENT





*ii. Meal delivery shall be set at a time mutually agreed upon between Selected Bidder and Jail Administrator. Meal delivery shall adhere to recognized breakfast, lunch and dinner schedules, with no more than 14 hours between the evening meal and next morning breakfast.*

## MEAL TIMING THAT WORKS WITH YOUR SCHEDULE

We comply with ACA guidelines, which recommend no more than 14 hours elapse between the service of dinner and breakfast. To comply with these standards, our frontline supervisor will collaborate with your staff to determine serving hours that satisfy Kendall County Jail and recommended standards. We will establish a policy for feeding late and early book-ins and offer suggested serving times; however, we remain flexible in prioritizing Kendall County Jail's preferences.

In addition, we know the smooth delivery of meals helps control inmate behavior. Delivery and documentation are essential to successful food service. Meals will be prepared by Aramark staff and will be signed for by Kendall County Jail staff. Breakfast meals will be cold, prepared the day prior by Aramark and inmate workers, bagged and placed in the cooler for pick up and delivery by facility staff in the morning. Facility personnel will be responsible for retrieving serving trays and support equipment from the living areas and placing them at the delivery point, a process repeatable for every meal service period.

We will be responsible for ensuring all trays and support equipment are cleaned, and times for retrieval of trays and support equipment will be mutually agreed on and established before the start-up of service.



Our innovative food services are designed to promote **satisfaction, morale, and engagement.**

iii. All menus shall be reviewed and approved by a Registered Dietitian prior to being prepared and served, and must be adjusted according to the recommended dietary allowances stated by the National Academy of Sciences, United States Department of Agriculture, and the United States Department of Health and Human Services.

# MENU DESIGN & PROPOSED MENUS

Aramark maintains the largest staff of full-time registered dietitians in the country. Drawing on more than 40 years of corrections experience, our dietitians build a custom menu after reviewing your operational standards, kitchen capabilities, and tray capacity. With this data in place, our dietitians develop product specifications, menu selections, and recipes to meet the unique needs of your facility.

## MENU DESIGN IS BASED ON:



**Your goals as outlined** within the scope of service, specifications, and budget parameters



**Current Dietary Reference Intakes (DRIs)**



**Federal, state, and local nutritional standards** as well as those of the American Correctional Association (ACA) and the National Commission on Correctional Health Care (NCCHC)

The team also factors in facility survey observations and products best suited to facility kitchen storage areas, equipment, and service areas.

Additionally, our team of dietitians oversees our food production system and quality assurance program. We know that access to a registered dietitian is critical at any time, so these team members work beside us daily to ensure that nutritional operations run smoothly. Emergencies are addressed immediately, not when a dietitian consultant can get around to them.





**May 2022**

The menu proposed for Kendall County, IL, meets the nutritional guidelines of the American Correctional Association which are based upon the current dietary reference intakes for males and females ages 19 to 50 years, as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. A weekly average of 2500 calories per day is offered. Adequate levels of protein, vitamins A, C, calcium and iron are included.

Cynthia Irizarry M.S., R.D., L.D.

  
Irizarry, M.S., R.D., L.D. #723880

Director, Nutrition and Operational Support Services

Aramark Correctional Services





*iv. Selected Bidder shall maintain detailed records of all meals served, including but not limited to ingredients used when preparing each meal served. Selected Bidder shall make such records available to the Jail Administrator upon request.*

## PRIMA WEB

We use time-saving technology to manage unique inmate dietary needs. Our proprietary software, PRIMA Web, ensures menus are input accurately to eliminate any discrepancies regarding items or portions. PRIMA Web is a web-based application that functions seamlessly with other Aramark systems. It allows each facility's customized menu, as planned by the team of dietitians, to be downloaded through the PRIMA Web system.



PRIMA Web creates operating efficiencies by enabling fact-based, real-time decisions as menus and production are planned; standardized recipes scaled and printed; products reordered and received; and post-analysis conducted.

Kendall County Jail will benefit through production consistency, nutritional conformity, cost control, waste reduction, increased focus on customer satisfaction, accurate inventory control, and quality and consistency of meals prepared.

*v. A beverage other than water shall be served with each meal.*

Aramark agrees and will comply.

*vi. Selected Bidder shall provide holiday meals on the following days: Christmas, Easter, Fourth of July, and Thanksgiving.*

## CELEBRATION MENUS

### CELEBRATION MENU PLANNING, CUSTOMIZING, AND DEVELOPMENT POLICY

All corrections facilities are unique, so we recognize the importance of customizing menus to meet the needs of each. Our registered dietitians have developed a celebration menu and diet program customized to Kendall County Jail that meets the most current Recommended Dietary Allowances and Dietary Reference Intakes, the standards of the American Correctional Association, and additional guidelines are detailed in your specifications. This program has been corrections-tested.

We also take into account inmate preferences, survey observations and your comments, and what items are best suited to your kitchen storage areas, equipment, and service areas. We ensure that the quantity of food for each celebration meal is consistent.



#### **Appearance counts.**

We make sure meals are arranged appealingly on your service trays with variety in the type of items, colors, and texture.

### ADAPTABILITY TO SEASONAL TRADITIONAL MEAL PLANS

We also recognize that menu and meal acceptability are key in menu development, especially during stressful times for the inmates when emotions run high. We have included Christmas, Easter, Fourth of July, and Thanksgiving celebration or “spirit-lifter” meals for your review.



## SAMPLE CELEBRATION MENUS



### EASTER

T. Ham  
Au Gratin Potatoes  
Seasoned Mixed Vegetables  
Mixed Green Salad with Dressing  
Fresh Baked Rolls  
Margarine  
Iced Cake  
Iced Tea or Fruit Drink



### INDEPENDENCE DAY

Cheeseburger on a Bun  
Pickles/Lettuce/Onion/Tomato  
Mustard/Ketchup  
Potato Salad  
Seasoned Corn  
Fruited Gelatin  
Iced Tea or Fruit Drink



### THANKSGIVING

Roast Turkey and Gravy  
Bread Dressing  
Sweet Potatoes  
Seasoned Green Beans  
Cranberry Sauce  
Freshly Baked Rolls  
Margarine  
Dessert Square  
Beverage



### CHRISTMAS

Roast Turkey or Roast Beef  
Mashed Potatoes and Gravy  
Seasoned Corn  
Garden Salad with Dressing  
Freshly Baked Rolls  
Margarine  
Cookies  
Beverage

*Thanksgiving*  
**HOLIDAY MENU**

**Roast Turkey**

- Gravy
- Mashed Potatoes
- Bread Dressing
- Green Beans
- Cranberry Sauce
- Pumpkin Spice Cake with Cinnamon Buttercream Frosting
- Fruit Drink with Vitamin C

**ENHANCE YOUR HOLIDAY MEAL**

Here are some ideas for enhancing your holiday meal  
Enhancing holiday meals is optional

Menu Enhancement	Price Increase per meal
Add Pumpkin Pie Slice - 1/8 pie	\$1.05 per meal
Add Vanilla Ice Cream - 4oz Cup	\$0.50 per meal
Add Potato Chips - 1oz bag	\$0.35 per meal
Add Soda - 20 oz bottle	\$1.50 per meal
Replace Mashed Potatoes with Sweet Potato	\$0.73 per meal
Replace Green Beans with Green Bean Casserole	\$0.12 per meal

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*Festive*  
**HOLIDAY MENU**

**Roast Turkey**

- Gravy
- Mashed Potatoes
- Green Beans
- Garden Salad w/ Salad Dressing
- Homemade Biscuit w/ Margarine
- Fresh Baked Cookies
- Fruit Drink with Vitamin C

**ENHANCE YOUR HOLIDAY MEAL**

Enhancing holiday meals is optional

Meal Enhancement	Price Increase per Meal
Add Pumpkin Pie Slice - 1/8 pie	\$ 1.05
Add Vanilla Ice Cream - 4 oz Cup	\$ 0.50
Add Potato Chips - 1 oz bag	\$ 0.35
Add Soda - 20 oz bottle	\$ 1.50
Replace Mashed Potatoes with Sweet Potatoes	\$ 0.73
Replace Green Beans with Green Bean Casserole	\$ 0.12
Replace Green Beans with Ranzini with Cheese	\$ 0.04
Replace Cookies with Gingerbread Cake w/ Frosting	\$ 0.05
Replace Cookies with Apple Pie Slice - 1/8	\$ 1.00
Replace cookies with Frosted Brownie 1/10 cut	\$ 0.05

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*vii. Selected Bidder shall not use food extenders or filler in any of the meals provided under this Agreement.*

Aramark agrees and will comply.

*viii. Selected Bidder must maintain and submit to the Jail Administrator for informational purposes weekly documentation of menus as they are actually served. Menus shall be preplanned and diversified so as to avoid the monotony of a standardized diet.*

Aramark agrees and will comply. Our proprietary application, PRIMA Web, has this capability.

*ix. Therapeutic diets shall be available upon an inmate's medical authorization signifying that a therapeutic diet is required. Therapeutic diets or specific diets shall be prepared and served to inmates according to the orders of the responsible health authority, including snacks for diabetic prisoners. Special diets for religious reasons shall be accommodated as directed by the policies of the Project Site. Special diets shall be adhered to when prescribed by jail medical staff.*

## MEDICAL AND RELIGIOUS DIETS

Special diets must be integrated into the program with the cooperative efforts of food staff, medical staff, and administration. Our diet program has been developed to meet the unique needs of corrections facilities.

### MEDICAL DIETS

Balancing medical needs and cost is essential to meet the dietary requirements of your population. Medical staff is encouraged to work with Aramark's dietitians to ensure that meal service aligns with diet orders. The process includes implementing the Medical Nutrition Therapy and Religious Meals Manual.

The staff follows daily diet meal plans and standard diet procedures to alleviate unnecessary costs, regulate the process—documentation of meals, and which items are served and protect against litigation. An agreed-upon labeling system ensures that HIPAA guidelines are met, and the appropriate inmates receive their trays. We will provide evening snacks for inmates who require them, such as diabetes or higher caloric needs.

### RELIGIOUS ORDER DIETS

Aramark provides religious diet options based on contract specifications and policies of the facility. These include lacto-ovo-vegetarian (contains milk and eggs), vegan (total vegetarian, excluding meat and animal by-products, including milk and eggs), and pork-free. Other prepackaged religious meals are provided at mutually agreed-upon pricing.

Religious diet orders should only be authorized by a designated religious authority, not medical staff, to maintain control and compliance. Of equal importance, due to significant expense and security risks, such diets should not be ordered for personal food preferences. Proper verification will ensure that the inmate is practicing dietary laws for established religious purposes. In addition, inmates are not permitted to alternate between religious diets and standard diets, and FreshFavorites purchases must be restricted or monitored.

Religious diet orders are issued on completed forms to food service, classification, and, if appropriate, correctional officers in housing areas. This information includes correct diet terminology, date of transmittal, authorization signature, housing area, and inmate name and classification number unless a no-name system is used.

# DOCUMENTED MENU SUBSTITUTIONS

- 1** The written menu is the served menu, but **changes can happen with little warning**. Aramark operates under strict policy of menu substitutions if unusual circumstances occur, such as product recall, late delivery, vendor outages, equipment failure, or weather emergencies.
- 2** The front-line manager may make **one-time changes following our substitution guidelines and requirements** outlined in the facility specifications. The guide ensures that food items of similar nutritional quality are selected to replace written menu items. The food service director is required to document menu substitutions and the reason for the change.
- 3** **Any diet substitution is recorded on the dated diet menu** for the meal following our substitution guidelines and the modification restrictions in the diet handbook. Written notification will be provided for the contract liaison.

*x. Selected Bidder shall provide shelf stable meals suitable to be transported and consumed off site upon a reasonable request from the Jail Administrator.*

Sack meals will be prepared as required. Please see our following sample sack lunch menu.

SAMPLE SACK LUNCH MENU		
	Meat/Cheese	3 oz
	Bread	4 slices
	Mustard	2 each
	Fresh Fruit	1 each
	Cookies	2 each
	Fruit Drink	1 serving

*xi. Selected Bidder will not prepare or serve pork, ham, bacon or any similar product containing any pork.*

Aramark agrees and will comply.

*xii. Special meals for medical, religious, or safety issues are to be included in each Bidders' Bid.*

Aramark agrees and will comply. Please see our Medical and Religious diet information on page 50.

*xiii. Selected Bidder's employee meals shall be provided for by Selected Bidder, at no cost to the County, and should be of the same type as inmate meals.*

Aramark agrees and will comply.



*xiv. Selected Bidder will provide food and meals as necessary in coordinating a response to a community-wide emergency or natural disaster, if requested by KCSO to do so, and at a cost comparable to the rate set forth in this Agreement.*

## EXCELLENCE IN TIMES OF EMERGENCY

### PREPARED TO RESPOND

No food service operation in a correctional facility fulfills the needs of the facility unless it can react to emergency situations.

#### **We have efficiently responded to:**

- Facility lock-downs
- Union/public transportation strikes
- Extreme weather events like flooding
- Commute challenges
- Facility power failures

Our contingency plans ensure that every inmate receives scheduled meals during extreme situations and emergencies. A network of sister facilities also provide support, equipment, and alternative preparation sites. To face emergency scenarios, we have partnered not only with correctional facilities but also sites in our other business units, such as colleges, universities, businesses, sports and entertainment venues, and schools.

## OUR EMERGENCY CONTINGENCY PROCESS

We intend to provide our regular menu on time unless there are situations that occur outside of our internal control. Aramark has several safeguards built into our program to ensure continuity. We also maintain a Quick Response Team, trained to respond to any event that may arise.

Please review the following overview of our emergency plan, which is put into place in the event that a facility is inoperable. A short-term contingency menu may additionally be developed by the district manager and our dietitian for your approval upon award of the contract. The Food Service Management and Operation Agreement usually specifies that the county will bear any additional cost incurred during an emergency.



**Tried and true  
contingency plans  
cover all situations and  
allow us to safely serve  
meals while upholding  
service excellence.**

## EMERGENCY SUPPLIES



Products incorporated into contingency menus align as closely as possible to those served on a daily basis to provide a menu that deviates from the norm as little as possible.

Depending on the emergency, some specialty products such as canned foods may be stocked to cover the need. These specialty products will be rotated and replaced every 12 months or by the “best before”/“use by” date, whichever comes first.

## POWER OUTAGE



When equipment is inoperable due to loss of power. Managers may implement temporary menus developed with the assistance of the district manager and our

dietitian. A sample utility contingency menu is included and will be adjusted based on need. The three-day menu could be repeated in the event of a longer disruption. Refrigeration, steam, or cooking gas are not needed to serve this menu. Refrigeration will be maintained by the use of dry ice and cubed ice purchased from our purveyors. The contingency menu does require potable water for food preparation. If there is a disruption in water service, our manager will ensure that procedures are followed to boil tap water, use commercially bottled water, haul water from an approved public water supply in a covered sanitized container, or arrange to use a licensed drinking-water tanker truck.

## LOCKDOWNS



If a disturbance in the facility or serving area requires a lockdown, our managers are trained to respond immediately. Each manager for Aramark’s correctional services

division must be completely familiar with these procedures:

- In all instances, the kitchen should be immediately secured.
- All potential weapons should be returned to the shadow board.
- Exterior entrances, including loading docks, should be secured.
- Elevators should be returned to the kitchen level and locked.
- Unnecessary movement in the food service area should cease.
- The manager should assign responsibilities for lockdown procedures in advance; however, everyone without an assignment should stay where they are.
- If the lockdown is expected to continue throughout meal service, our manager will coordinate with their district manager and the Aramark dietitian to deliver a menu that can be prepared with products on hand, based on the available resources; the menu will be nutritionally adequate.
- The jail administration will keep the manager advised of the situation and the lifting of the lockdown.



# SAMPLE UTILITY CONTINGENCY MENU

Attempt to follow this basic menu pattern. Make changes as appropriate based on the emergency at hand. This basic pattern can be repeated if needed to meet longer-term needs, up to two weeks. Contact your regional dietitian if additional menus are needed.

## DAY 1

No refrigeration, steam, or cooking gas needed

### Assumptions:

- Potable water is available for food preparation

BREAKFAST		LUNCH		DINNER	
Fresh Fruit or Juice	1 @ OR ½ cup	Cheese	3 oz	Ham	3 oz
Dry Cereal	1 ½ cups	Bread	4 slices	Bread	4 slices
Bread	2 slices	Condiments	2 @	Condiments	2 @
Peanut Butter	4 tbsp.	Chips	1 @	Chips	1 @
Jelly	½ oz OR 1 @	Fruit	1 @ OR ½ cup	Fruit	1 @ OR ½ cup
**Milk	8 oz	Sandwich Cookies	3 @	Cookies	3 @
		Beverage	8 oz	Beverage	8 oz

\*\* Assumes that milk in coolers would be served at the meal following loss of electricity if coolers are kept closed and milk temperatures stay below 40° F.

- If milk is above 40° F, replace milk and sugar with fruit drink and one more jelly. Replace dry cereal with two more slices of bread and 2 tbsp. more of peanut butter.
- Morning beverage may be substituted for milk if on hand.

## DAY 2

No refrigeration needed

### Assumptions:

- Potable water is available for food preparation
- Steam and cooking gas are available

BREAKFAST		LUNCH		DINNER	
Fresh Fruit or Juice	1 @ OR ½ cup	Pasta	1 ½ c	Peanut Butter	4 tbsp.
Hot Cereal	1 ½ cup	Meatless Sauce	½ c	Bread	4 slices
Bread	2 slices	Bread	2 slices	Jelly	1 oz OR 2 @
Peanut Butter	4 tbsp.	Fruit	1 @ OR ½ cup	Chips	1 @
Jelly	½ oz OR 1 @	Cookies	3 @	Fruit	1 @ OR ½ cup
		Beverage	8 oz	Cookies	3 @
				Beverage	8 oz

## DAY 3

No refrigeration needed

### Assumptions:

- Potable water is available for food preparation
- Steam and cooking gas are available

BREAKFAST		LUNCH		DINNER	
Fresh Fruit or Juice	1 @ OR ½ cup	Beans (Pinto, Northern, etc.)	1 c	Plain Canned Tuna or Chicken	3 oz
Hot Cereal	1 ½ cup	Rice	1 c	Bread	4 slices
Bread	2 slices	Vegetable	½ c	Mayo and Mustard Packet	1 @ each
Jelly	½ oz OR 1 @	Bread	4 slices	Vegetable	½ c
		Fruit	1 @ OR ½ cup	Fruit	1 @ OR ½ cup
		Cookies	3 @	Cookies	3 @
		Beverage	8 oz	Beverage	8 oz



*xv. Upon request by Jail Administrator, but only up to twice every calendar year, in order to consume and rotate KCSO's emergency supplies, the Selected Bidder will prepare and serve, at no charge to the County, food furnished by the KCSO and maintained as part of KCSO's emergency supplies. On these days, Selected Bidder will compensate County for the cost of any meals provided to Selected Bidder's employees at the rate of inmate meals. County employees will pay the County for their meals at the rate set by the County for employee meals.*

*Non Applicable. Requirement removed from bid per the Question and Answer document on April 27, 2022.*

*B. Food Preparation Standards:*

*i. Selected Bidder shall be responsible for all meals and insure that the entire food preparation, kitchen, kitchen restrooms, utensils, appliances, food service, and storage shall comply with all relevant standards and rules set by the Illinois Department of Public Health, Illinois Jail Standards, and American Correctional Association Standards.*

## COMPLIANCE

### INSPECT WHAT YOU EXPECT

Systems and procedures are only as good as their compliance protocols. Aramark's OP-X process is based on ACA standards and ensures compliance at every meal, every day. The front-line manager completes monthly compliance reviews as a continuous self-evaluation of our performance.

The district manager verifies quarterly the meeting of all standards and writes detailed action plans for areas requiring improvements. High performance is encouraged, as our managers are evaluated based on OP-X criteria and rewarded for high achievement. This review process will be a basis for meetings with your administration.

Our region team members inspect the food production process in additional operation to ensure we are meeting our financial commitments to you. These audits also ensure that we deliver maximum productivity with minimal waste. Additionally, we collect all data from health inspectors and accreditation audits by the ACA and the Illinois Department of Corrections.





# PRODUCTION MANAGEMENT

A superior menu and food sourcing plan must be implemented with laser focus at your site. **Aramark uses the following proprietary programs to ensure the menu plan is executed as designed:**

**Operational Excellence (OP-X)**

**myStaffing employee hiring and ongoing training and development**

**SHIELD inmate management and motivation**

**Energy conservation** protocols are a key component of Aramark's food production and are woven into each of the three production programs.



## OPERATIONAL EXCELLENCE (OP-X)

OP-X is more than just a process—it's the way we do business. Training promotes quality assurance that exceeds expectations because employees and inmates learn procedures that Aramark has perfected for more than 45 years. And OP-X provides documentation for litigation, accreditation, or agency requirements.

### THE SIX KEY COMPONENTS OF OP-X STANDARDS OF EXCELLENCE ARE BASED ON THE ACCREDITATION STANDARDS OF THE ACA:

- 1. Meal Consistency**—OP-X encompasses more than 100 specific quality elements incorporated into the easy-to-follow Operations Guide.  
  
This ensures that operational standards are completed and reviewed at every meal.
- 2. Measurability**—We require our food service directors to measure performance based on compliance.
- 3. Training**—Designed to give new associates a basic understanding of key food service concepts and practices, Aramark's Operations (Ops) 101 introduces OP-X to run high-quality kitchens with consistency and efficiency.
- 4. Menu Integrity**—The OP-X process delivers exact menu portions and ensures meal quality consistency. The quality process is reviewed every meal.
- 5. Communication**—Our Operations Guide is our on-the-floor tool to ensure meal and daily OP-X standards are followed. The Operations Guide provides a users with a clear and consistent way to record data over time in order to communicate progress and changes with the rest of your team.
- 6. Performance Review**—OP-X is a continuous process of specific action plans written, implemented, and tracked to ensure that service quality is consistent. District managers and other correctional management employees review the process during each visit.

## OP-X PRODUCTION PROTOCOL: FIVE Ps

The Five Ps ensure consistent meal quality. They outline the steps for proper completion of a meal, beginning with forecasting the expected number of people to post-meal analysis. The goal is to serve consistently safe, satisfying, and quality meals as scheduled while still controlling costs.



### PLAN

Develop menu and product needs based on facility population.



### PRODUCT

Determine purchase needs, accurate order receiving, and pulls to maintain up-to-date inventory.



### PRODUCTION

Approved recipes, specified by the menu, use appropriate Hazard Analysis Critical Control Point (HACCP) controls and proper yields.



### PORTIONING

Accuracy of service is confirmed, with additional HACCP controls and documentation.



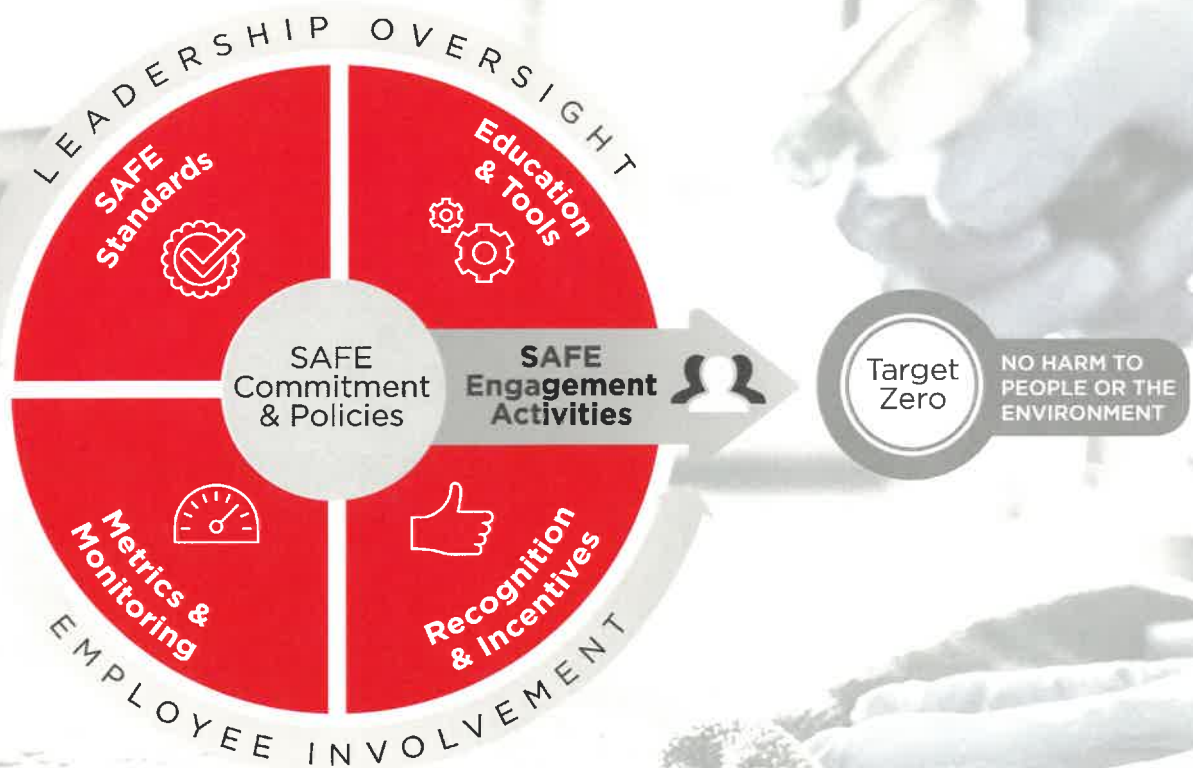
### POST-ANALYSIS

Final documentation reviews ensure accuracy. Includes HACCP control review and improvement planning for future meals.

# SAFETY AND RISK: OUR APPROACH PROTECTS

To ensure safety is at the forefront of operations, we will implement our SAFE program at Kendall County Jail. Providing a common framework that our people use every day allows us to identify, evaluate, and manage risks.

This management system is composed of front-line-focused processes, programs, and metrics designed to improve performance in food, occupational, and environmental safety. **Aramark's SAFE program is how we control risk, drive continuous improvement, and deliver on our uncompromising commitment** to the safety of our employees, clients, consumers, shareholders, and the communities we serve.



# A SAFE PROGRAM THAT SERVES YOU

Aramark's SAFE Program reflects how we live our safety promise every day to create experiences that matter.



## LEADERSHIP OVERSIGHT

Leadership sets clear expectations, drives accountability, and leads by example to continue moving toward Target Zero.

## EMPLOYEE INVOLVEMENT

Employees help create safe environments through regular feedback opportunities.

## SAFE COMMITMENT AND POLICIES



### SAFE STANDARDS

Establishing targeted, simple, and highly visual guidelines to support compliance and reduce risk delivers operational excellence to your organization.



### EDUCATION AND TOOLS

Training and support resources facilitate effective implementation of our SAFE Standards.



### METRICS AND MONITORING

We track our safety initiatives and evaluate performance to assess opportunities for continuous improvement.



### RECOGNITION AND INCENTIVES

We cultivate a culture of appreciation for our employees, clients, and consumers. We recognize significant achievements and behaviors that contribute to our safety goals.



# KEY SAFE ENGAGEMENT ACTIVITIES

Our safety targets are achieved when leaders and managers create a culture that fosters inclusion, inspires awareness, and changes behaviors through daily routines. The following SAFE Engagement Activities are the key activities that, when effectively implemented, move us closer to Target Zero.



## SAFE BRIEF

Safety begins with awareness. Setting clear expectations and providing associates with the information and tools they need to stay safe is crucial to success. The SAFE Brief provides managers and associates with a single topic to review each week and generates daily reminders of our safe behaviors, practices, and procedures.

## SAFE OBSERVATION

While training employees is a critical first step, training alone is never enough. The SAFE Observation checklist has been designed to help managers focus on common behaviors and conditions leading to preventable employee injuries. The SAFE Observation is highly visual and simple to use, and managers routinely observe associates, ensuring they can demonstrate a clear understanding of what employees have learned.

## SAFE INVESTIGATION

Our simple, repeatable process helps managers respond quickly and appropriately to instances of injury. This process includes treating the injured employee and ensuring that they receive proper care, reporting the injury in a timely manner, conducting a thorough investigation, implementing strong corrective actions, and, if the employee has to miss work, ensuring that we do everything we can to return them to work as soon as possible.

## SAFE SUPPORT VISIT

Visits improve the organization's overall safety performance by providing additional support and assessments of high-value locations identified by Aramark's safety and risk control team. These visits include working on site to help identify hazards and compliance gaps and find workable solutions. The process is an independent, periodic, and objective means to evaluating and improving our safety performance.

# SAFE STANDARDS

Our SAFE Standards are our risk and safety cornerstones, establishing targeted, simple guidelines to support compliance and reduce risk.



## OCCUPATIONAL SAFETY

Ensuring a healthy workplace where no one gets hurt



## FOOD SAFETY

Keeping food safe from plant to tray



# OCCUPATIONAL SAFETY

The health and safety standards and procedures we provide contain essential guidelines to help our employees work safely in any operating location and return home in the same condition in which they arrived.

## STANDARDS FOCUS ON:

- Asbestos management
- First aid and bloodborne pathogens
- Hazard communications
- Confined space entry
- Control of hazardous energy (lockout/tagout)
- Electrical and arc flash safety
- Fall protection
- Hazard communication
- Hearing conservation
- Hot work procedures
- Personal protective equipment and laceration prevention
- Powered industrial vehicles and service cart operations
- Respiratory protection
- Spill response





# FOOD SAFETY

We continuously enhance our food safety standards to keep them the highest in the industry, helping us increase quality and value to those we serve and further positioning us as an industry leader. Our standards are built under HACCP (Hazard Analysis Critical Control Point) principles to apply control measures to prevent the occurrence of any potential food safety issues and to meet all state and federal requirements.

## FOOD SAFETY STANDARDS FOCUS ON:

- Associate health
- Hygiene
- Location and equipment
- Pest management
- Cleaning and sanitation
- Receiving and storage
- Food handling
- Service and delivery
- Hazard control and management



**Our internal assessment processes, such as SAFE Briefs and SAFE Observations, are designed to reduce workplace injuries. Since their implementation, we continue to see positive results.**

## VENDOR PROTOCOLS

Based on recognized global food safety standards and best practices, our vendor food safety and sanitation standards meet and even exceed government regulations and industry standards. Accordingly, vendors must:




- Operate under an HACCP-certified plan
- Complete third-party inspections every year
- Document pest control, sanitation, and product safety programs

## PROCESS AND PREPARATION


After food arrives from vendors, it needs to be handled, processed, prepared, and served properly. Aramark's food safety program keeps food safe during each step of the flow-of-food process.

- Food safety practices and procedures are followed and documented
- Routine or daily pre-service meetings are held with food handlers
- Federal, state, and local health codes are understood and followed
- Quality-control checks are regularly completed
- Ongoing training is conducted, tracked, and enforced
- At least one manager during all hours of operation is required to have a ServSafe certification, the highest standard in the industry, administered by the National Restaurant Association

## EXAMPLES OF QUICK STANDARDS CARDS

Quick Standard		Cooking & Reheating		Food Safety FS-FH-07-QS-01 04/14/15 Page 1 of 2	
		<p><b>1. Verify that foods are cooked and reheated to the required temperatures.</b></p> <ul style="list-style-type: none"><li>✓ Post the Aramark Minimum Internal Cooking &amp; Reheating Temperatures Sign in all production areas where foods are cooked and/or reheated.</li><li>✓ <b>Aramark-prepared foods</b> – Make sure final internal temperature reaches 165°F (74°C) for 15 seconds for all reheated foods.</li><li>✓ <b>Commercially processed precooked foods and ready-to-eat foods (for immediate service)</b> – Check representative samples to make sure they reach 140°F (60°C).</li><li>✓ Make sure associates know the right methods for taking temperatures for: pans or pots; dense meats; thin meats and fish; and soups and sauces.</li><li>✓ Make sure a sufficient number of food temperature readings are taken:<ul style="list-style-type: none"><li>– At least twice per reading for large items</li><li>– At least two times from each piece of equipment when batch cooking</li></ul></li><li>✓ Verify that temperatures are checked for every batch of food products reheated after being prepared, cooked, and cooled.</li><li>✓ Make sure the Aramark Final Cooking &amp; Reheating Temperature Log is used to record final cooking and reheating temperatures.</li><li>✓ Do not allow associates to serve any foods that are not cooked or reheated to the required temperatures.</li></ul>			
		<p><b>2. Make sure associates have the appropriate equipment and utensils for cooking and reheating.</b></p> <ul style="list-style-type: none"><li>✓ Make sure associates use equipment designed for cooking and/or reheating.</li><li>✓ Remind associates to visually inspect all utensils and equipment prior to and during cooking and reheating.</li><li>✓ Provide an adequate number of dedicated utensils for cooking and reheating.</li><li>✓ Provide a properly calibrated digital thermometer for taking internal temperatures of all foods. Refer to the Aramark Thermometer Calibration Help Guide.</li></ul>			
		<p><b>3. Make sure that general cooking and reheating rules are followed.</b></p> <ul style="list-style-type: none"><li>✓ Verify that associates:<ul style="list-style-type: none"><li>– Properly thaw all frozen TCS food products intended to be reheated</li><li>– Properly prepare, thaw, cook, and cool refrigerated TCS carryover and over production foods intended to be reheated</li><li>– Do not reheat foods that have not been properly cooled, held cold, or thawed</li></ul></li><li>✓ Confirm that associates stir, rotate, or flip food during cooking and reheating.</li><li>✓ Make sure all parts of the food are reheated to the required minimum temperature within 2 hours.</li></ul>			

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SAFE

Safety Assurance in Food & Environments


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## EXAMPLES OF QUICK STANDARDS CARDS

Quick Standard	Thawing								
	<p><b>1. Adequately plan and prepare for thawing.</b></p> <ul style="list-style-type: none"> <li>✓ Do not allow associates to thaw foods at room temperature.</li> <li>✓ Do not allow foods to be thawed by slacking unless it is conducted in a refrigerator.</li> <li>✓ Plan ahead to verify that the preferred method of thawing under refrigeration is used.</li> <li>✓ Plan enough time to thaw large items, such as whole turkeys. In a refrigerator operating at 36°F to 40°F (2°C to 4°C), allow approximately 24 hours for every 4 to 5 pounds.</li> </ul> <table border="1" data-bbox="669 703 1294 867"> <tbody> <tr> <td>4 to 12 pounds</td> <td>1 to 3 days</td> </tr> <tr> <td>12 to 16 pounds</td> <td>3 to 4 days</td> </tr> <tr> <td>16 to 20 pounds</td> <td>4 to 5 days</td> </tr> <tr> <td>20 to 24 pounds</td> <td>5 to 6 days</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>✓ Refreeze thawed foods only if they were thawed in the refrigerator and their temperature did not exceed 41°F (5°C).</li> </ul>	4 to 12 pounds	1 to 3 days	12 to 16 pounds	3 to 4 days	16 to 20 pounds	4 to 5 days	20 to 24 pounds	5 to 6 days
4 to 12 pounds	1 to 3 days								
12 to 16 pounds	3 to 4 days								
16 to 20 pounds	4 to 5 days								
20 to 24 pounds	5 to 6 days								
	<p><b>2. Verify that associates use only the approved thawing methods.</b></p> <ul style="list-style-type: none"> <li>✓ Refrigerator – operating at 36°F to 40°F (2°C to 4°C), with the product temperature not to exceed 41°F (5°C): <ul style="list-style-type: none"> <li>– Raw animal proteins or uncooked produce</li> <li>– Par cooked animal proteins</li> <li>– Ready-to-eat foods</li> <li>– Time/Temperature Control for Safety (TCS) over production leftover foods</li> </ul> </li> <li>✓ Cold (70°F [21°C] or below) running water: <ul style="list-style-type: none"> <li>– Raw animal proteins or uncooked produce</li> <li>– Par cooked animal proteins</li> <li>– Ready-to-eat foods</li> <li>– TCS over production leftover foods</li> </ul> </li> <li>✓ In microwave: <ul style="list-style-type: none"> <li>– Raw animal proteins or uncooked produce</li> <li>– Par cooked animal proteins</li> <li>– TCS over production leftover foods</li> </ul> </li> <li>✓ As part of the cooking process: <ul style="list-style-type: none"> <li>– Raw animal proteins or uncooked produce</li> <li>– Par cooked animal proteins</li> <li>– TCS over production leftover foods</li> </ul> </li> </ul>								

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Safety Assurance in Food & Environments

# FOOD SAFETY AND QUALITY ASSURANCE

Food safety is a significant public health issue. **Aramark has adopted five keys to teaching safe food handling practices based on the World Health Organization (WHO) guidelines.** We focus on educational efforts with employees to understand how their behavior and activities contribute to food safety and how they can decrease the risk of foodborne illness.

The five keys enable a quick understanding and recall of food safety standards, ensuring safe meal service. The Food Safety QA and Third-Party Food Safety Audit tools align with these five keys providing a comprehensive food safety program. Every month our on-site managers are responsible for completing quality assurance checks that ensure our teams stay focused on food safety.



## CLEAN KEY

- Clean and sanitize to prevent microorganisms that can cause illnesses
- These microorganisms are carried on hands, wiping cloths, and cutting boards
- Slightest contact can transfer microorganisms to food and cause foodborne illness

### ARAMARK HYGIENE

Handwashing  
Disposable Gloves

### FOOD HANDLING

Raw, Unwashed Produce

### LOCATION AND EQUIPMENT

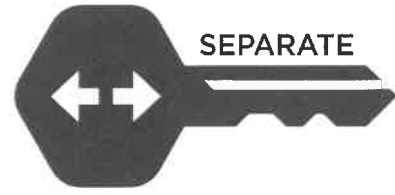
Handwash Sinks

### CLEANING AND SANITATION

Warewashing  
Master Cleaning  
Schedule



## SAFE TEMPERATURE—SEPARATE—COOK KEYS



- Represents the direct handling and contact with food
- SAFE temperature key focuses on ensuring foods are received at the right temperature and maintain hot or cold temperatures during food service
- Separate key emphasizes minimizing cross-contamination where raw and ready-to-eat are stored together in the refrigerator
- Cook key relates to cooking foods to their proper internal temperature

### RECEIVING AND STORAGE

Receiving  
Separate in Storage Equipment  
Separate in Dry Storage Area

### LOCATION AND EQUIPMENT

Temperature Monitoring in Storage Equipment

### FOOD HANDLING

Cooling  
Thawing  
Cooking/Reheating

### SERVICE DELIVERY

Hot and Cold Handling



## MANAGEMENT KEY

- Management oversight that touches many of the food safety standards

### ARAMARK HYGIENE

Food Handler Certification  
Eating, Drinking, Using Tobacco & Gum  
Jewelry and Hair Restraints

### FOOD HANDLING

Digital Thermometers  
Labeling

### SERVICE & DELIVERY

Consumer Advisory

### LOCATION AND EQUIPMENT

Food Contact/Non-food Contact  
Lighting Sources  
Aprons/Clothing  
Personal Belongings

### ASSOCIATE HEALTH

Reporting Foodborne Illness

### PEST MANAGEMENT

Pest Sighting Log

### HAZARD CONTROL AND MANAGEMENT

Allergy Policy

**Our overall goal is to protect our consumers, customers, clients, and brand by serving safe food.**

# SANITATION PLAN

## SAFETY MANUAL

**Simply stated:** We believe a safe workplace is essential. Our Safety Awareness Program reflects our ongoing commitment to ensure safety for all at Kendall County Jail. Through this program, employees receive recognition for maintaining a safe environment. The Sanitation and Food Safety Manual also mandates frequent inspections by your food service director.

### MAKING THE MANUAL WORK FOR YOU



Each Aramark director has access to the Food Support Services Sanitation and Food Safety Manual.



New employees use the manual as a training guide while current employees are expected to refresh their knowledge on a regular basis.



A thorough sanitation schedule is customized to meet regulations and your specific needs.



Together, we create floor plans of various locations at your facility and list the equipment within each space.

### EQUIPMENT CATEGORIES

Equipment and locations are classified by the following categories:

- Clean as You Go
- Daily
- Weekly
- Monthly
- Quarterly

Your food service directors and general manager will enforce the sanitation plan through regular inspections. We also provide operational opening and closing sanitation checklists to guide employees.





We are committed to providing specialized food safety training and certification to all of our food service employees.



## CLEANING OF THE KITCHENS— BASIC CONCEPTS

- The entire kitchen will be kept clean and sanitary at all times
- Inmates assigned to sanitation will be responsible for keeping the kitchen, floors, tables, walls, and equipment clean at all times
- All kitchen equipment and floors shall remain clean through each shift change
- Each shift sanitation person will be responsible for keeping a clean unit

## SAFETY IN FOOD PREPARATION

- When handling hot items, use clean, dry towels
- When lifting lid covers on steam pots, lift lid cover away from yourself to avoid steam coming up in your face
- All equipment will be cleaned after each use
- When lifting a heavy item, have another person assist in lifting

## FOOD CONTACT SURFACE

- All food surfaces such as tables, equipment and utensils will be kept clean and sanitized after each use
- Hands will be kept clean and sanitary while preparing the food
- Use clean gloves when handling the food
- Throw away any food dropped on the floor

## HOUSEKEEPING

It is difficult to work in a cluttered kitchen. We insist all employees understand the following: A detailed sanitation program will be developed to the specifics of each of the locations in the County.

- Keep paper and food off the floors.
- Be sure there are enough trash containers and that they are emptied periodically, washed and new liners inserted.
- There should be no large-scale dry-sweeping while food is being prepared.
- Worktables should be cleared and wiped off as the preparation progresses. Do not allow soiled pots, utensils, towels, or empty cans to accumulate. This limits work space and hinders production.



# LEADING WITH SAFETY TECHNOLOGY

We use two critical technological features to empower managers to meet safety requirements: the SAFE Portal and the Global Metrics Monitor (GMM).

## SAFE PROGRAM PORTAL

This controlled-access touchpoint for managing risk provides managers access to environmental, occupational, and food-safety training materials.

## GLOBAL METRICS MONITOR

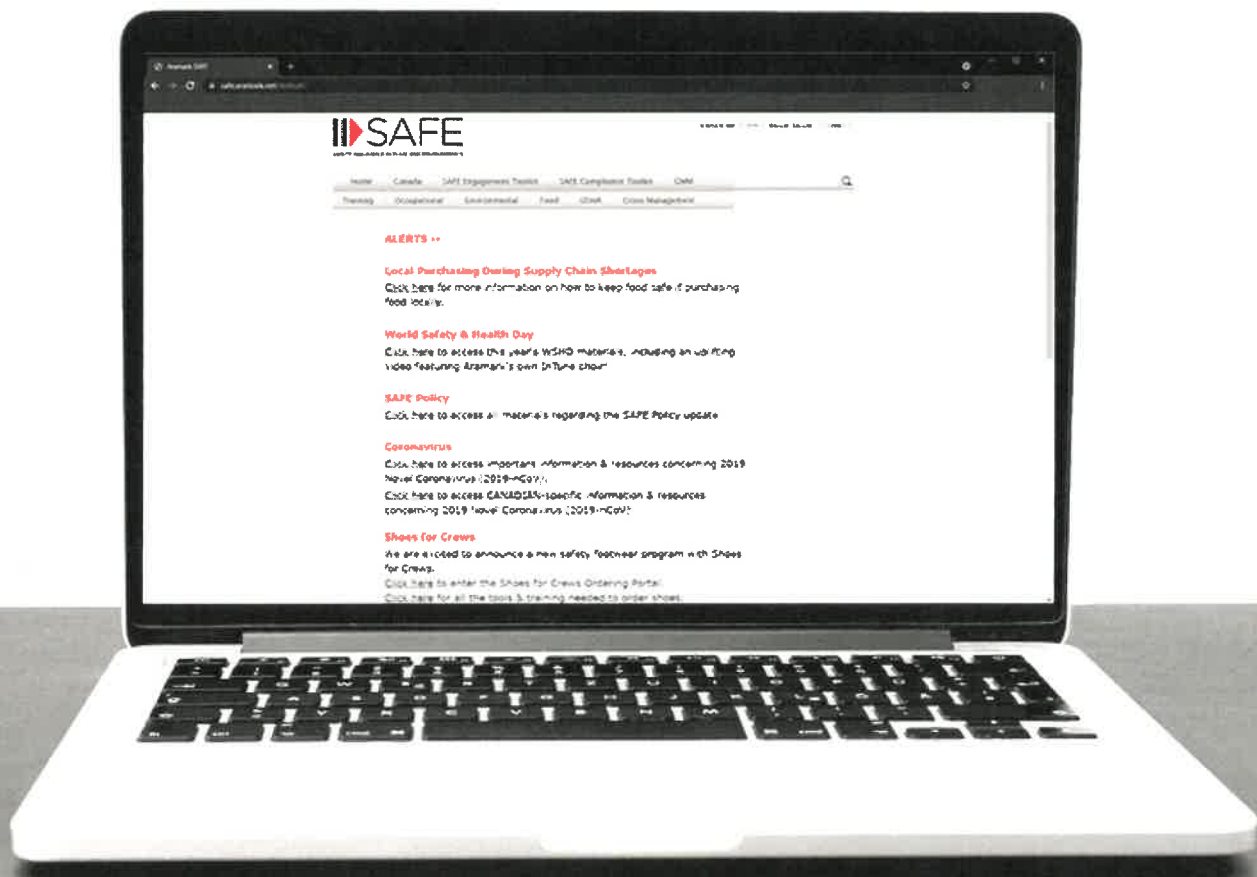
This web-based system is used to monitor and evaluate performance and to assess opportunities for continuous improvements. There is complete transparency in this system as every leader in the organization can access every account they oversee, even directly from a tablet or mobile device.

## EMERGENCY PREPAREDNESS

We developed a broad-based plan to help with cohesive and integrated emergency guidelines. As with any emergency plan, the true measure of success is communication. With a solid communication framework, we can quickly bring together the resources needed for any situation.

## BUSINESS CONTINUITY AND DISASTER RECOVERY PLAN

We developed a plan for providing alternate service in the event of an emergency. We firmly believe in advanced preparations; we will form a committee composed of members from Kendall County Jail's security, facilities services management, and dining services staff in addition to a Quick Response Team of local resources. In the event of an emergency, our managers handle the situation and continue providing dining services.



ii. Only USDA inspected and approved meats, poultry, eggs, and dairy products may be used.

## SUPPLY CHAIN MANAGEMENT

Aramark's corporate supply chain management team sets standards for suppliers ensuring we start with safe, quality food at a fair price. We leverage our excellent reputation and market status for you. Our supply chain principles mandate that we guarantee safety, align programs to the buying needs of each unit, integrate food supply chain management with your operations, and purchase appropriate-quality products that demonstrate the best performance and value.



Our dietitians and supply chain professionals develop specified products that are flavorful and cost-effective by working with manufacturers. Our partners include Tyson, Butterball, and GilsterMary Lee. We also work with distributors to create the most efficient distribution system, as transportation costs can dramatically affect food costs.

### OUR SPECIFIED PRODUCTS RATIONALE FOCUSES THE FOLLOWING:

- Safety (plants inspected by Hazard Analysis and Critical Control Points, or HACCP)
- Consistency of product results; balance of quality, nutrition, and cost
- Leveraging partnership resources
- Brand equity
- Client value

## FOOD SAFETY

Aramark purchases only from manufacturers that are USDA-approved to ensure food is safe and meets industry standards. Our safety and risk control team establishes global food standards composed of supplier standards, personal-hygiene standards, site standards, and product and process standards.

Our Operational Excellence (OP-X) program is based on the Sanitation and Food Safety Manual and HACCP standards. We incorporate HACCP standards into our OP-X program for each meal, day, week, and month, as required by HACCP. OP-X mandates frequent food-handling safety inspections by our food service director.

## STANDARD PURCHASING SPECIFICATIONS

Food items are purchased only from vendors compliant with food safety standards and have the manufacturer's and distributor's assurance of safe handling. Although grading of food products is voluntary and uncommon in the corrections industry, in the event Kendall County Jail would like to use graded items in its menus, we can arrange grading with the manufacturers; however, price increases may apply due to the added costs associated with the voluntary grading process. Our registered dietitians review and approve products to ensure that they meet resident acceptability and nutritional standards. Child Nutrition (CN) labels or Manufacturer Product Analysis Forms are required for all processed-meat products served at breakfast and lunch for school-nutrition-reimbursed programs.



**MEATS:** Meats are purchased only from USDA-inspected plants. Samples, with nutritional data, must be submitted to our registered dietitians for prior approval. All must meet inmate acceptability standards.



**COFFEE:** Freeze-dried



**FRESH PRODUCE:**

**Fruits:** 138-count (medium size) apples—U.S. No. 1 or comparable quality



**CANNED OR FROZEN**

**PRODUCE:** Extra standard or standard, based on availability for institutional pack

**Produce:** U.S. No. 1 or comparable quality



**MILK OR MORNING BEVERAGE:**

With calcium and vitamin D



**FRUIT DRINK:** Vitamin C-enriched, saccharin-sweetened

### PRODUCT RECALL

If a product is recalled, our comprehensive supply-chain system allows for immediate tracking of the origin of that product, so action is decisive and direct.

### PORTION SIZES

Casserole portions and entrée portions made from scratch are based on weight measurements after the food has been cooked. All entrée portions listed on the menu are purchased fully cooked and are based on weight measurements before reheating, per the manufacturer's tolerance specifications.



*iii. Selected Bidder will cause the food to be plated or trayed in an eye-pleasing manner.*

## INMATE ACCEPTABILITY IS IMPORTANT

All products and recipes have been taste-tested and implemented based on client and inmate feedback; however, menu changes may be necessary from time to time. Our dietitian, front-line manager, and district managers work together to make recommendations based on inmate acceptability.

All modifications will be discussed with you, as we require facility approval before any changes are made. Administration menu change requests can be made at any time throughout the contract period. Some change requests may require price adjustments unless food of equal value is exchanged.

We also take into consideration the appearance of the food on the tray. The psychological impact of tray presentation is crucial. A skillful presentation increases interest in the food. Our menus combine items that add color variation and are arranged attractively on the tray.

*iv. Meals shall be prepared, cooked, and portioned by civilian labor provided by Selected Bidder.*

## PORTIONING IS A DISCIPLINE

Proper portioning is necessary to make the menu work as planned and to guarantee proper nutrition. All nutritional guidelines require accurate portioning to deliver appropriate calories and other nutritional benefits while controlling costs. A significant contributor to excess food costs is uneven portion control. Our portioning disciplines ensure the management of your costs as planned. Portioning also helps maintain security because uneven portions can cause unrest within the inmate population.

*v. Selected Bidder shall keep utensils, equipment, kitchen, bathroom, and storage areas continuously clean and tidy, in a manner that satisfies the State Jail Inspector, American Correctional Association Standards, the Jail Administration, and the Kendall County Health Department.*

Aramark agrees and will comply.

*vi. Selected Bidder shall obtain/possess any licenses and/or certificates required to furnish meals to adult inmates, including but not limited to employing at least one employee having a food services sanitation manager certification from the Illinois Department of Public Health.*

Aramark agrees and will comply.

*vi. Selected Bidder shall obtain/possess any licenses and/or certificates required to furnish meals to adult inmates, including but not limited to employing at least one employee having a food services sanitation manager certification from the Illinois Department of Public Health.*

Aramark agrees and will comply.

*vii. Selected Bidder shall assure that the dietary operation is in compliance with the standards set by the American Correctional Association and the State Department of Corrections.*

Aramark's OP-X process is based on ACA standards and ensures compliance at every meal, every day. Additionally, we collect all data from health inspectors and accreditation audits by the ACA and AJA.

*viii. Selected Bidder will obey all Federal, State, and local laws, administrative rules and ordinances regarding health, sanitation, and safety.*

Aramark agrees and will comply.

*C. Employees/Inmate Labor*

*i. Selected Bidder will provide a list of employees and agents, identified by name, and title at the time this Agreement is executed. Selected Bidder shall update that list in a timely manner throughout the term of the Agreement.*

Kendall County Jail's food service program will achieve operational excellence guided by both on-site management personnel and regional/corporate leaders.

Our team will set your facility apart through frequent site visits and expert management in areas such as food service, marketing, financial planning, and technology to name a few.

**The regional team includes the following members:**



**TRACY TOMKIEWICZ**

**Regional Vice President**

Tracy directs unit operations in the Central region to ensure customer satisfaction and meet program goals.



**MONIQUE SKOWRONSKI**

**Director of Nutritional & Operational Support Services**

Monique is a registered dietitian who provides leadership in nutrition for the Central Region and creates customized menu solutions that meet your needs related to special diets, supply chain management, and contract specifications.



**STEPHANIE ROMIC**

**District Manager**

Stephanie serves as your go-to point of contact for support and program guidance.



**KEVIN JOHNSON**

**Regional Finance Director**

Michael provides financial advice to the regional management team regarding existing business, forecasts, budgets, monthly operating results, and data interpretations.

**TO BE DETERMINED**

**Food Service Director**

The food service director will plan, direct and control your food service operations while overseeing compliance with necessary policies and standards.



**LANE CONSTANT**

**Director of Business Development**

Lane pursues sales growth, maintains relationships with existing accounts in the Central Region, and ensures your satisfaction with operations.



**AMANDA MORRIS**

**Human Resources Director**

Ashley manages human resources' policies and procedures for the Central Region.

## FUNCTIONAL SUPPORT

We invest heavily in the quality of our support resources—both systems and people—ensuring our team is on the cutting edge of leading trends and setting the industry standard. While we are rigid in our standards of quality and compliance, we remain flexible in applying our systems and programs to accommodate the needs of each facility. Our responsiveness is crucial in helping you maintain a safe and secure environment. Our people resources include experts and support in all key areas.

### Tim Barttrum

President & CEO

#### Mike Santoro

Chief Financial Officer

#### Amanda Gibbison-Briggs

Vice President and CIO,  
Technology

#### Betsy Johnson

Vice President,  
Marketing

#### Michael Elchenko

Vice President,  
Growth

#### Corey Stoughton

Vice President,  
Western Sales and Retention

#### Wendy Wolff

Vice President,  
Human Resources

#### Stacey Puck

Vice President of Nutrition  
and Operational Support

#### Jennifer Linke

Vice President,  
Retail

#### Aldie Loubier

Legal

#### Mark McKellar

Senior Operations Support Specialist,  
Global Safety & Risk Control

FUNCTIONAL SUPPORT TEAM

REGIONAL  
TEAM

#### David Lauria

Vice President,  
West Region

#### Tracy Tomkiewicz

Vice President,  
Central Region

#### Bob Barr

Vice President,  
East Region

# TRACY TOMKIEWICZ

## REGIONAL VICE PRESIDENT

### EXPERIENCE

1985–Present	<b>Aramark Corporation</b>
1999–Present	<b>Aramark Correctional Services, LLC</b>
2008–Present	Regional Vice President of State Systems
2004–08	Vice President of Operations
1999–2004	District Manager
1985–99	<b>Aramark Corporation</b>
1994–99	Resident District Manager, St. Louis, Missouri
1992–94	General Manager, Racine, Wisconsin
1985–92	Food Service Director/Assistant Food Director, Louisville, Kentucky

### EDUCATION

<b>Ball State University</b>
Bachelor of Science, Business Administration and Finance
<b>Keller Graduate School of Management</b>

# STEPHANIE ROMIC

## DISTRICT MANAGER

### EXPERIENCE

2019 - Present	<b>Aramark Correctional Services, LLC</b> District Manager
2019 - Present	<b>Aramark Education</b> District Manager
2000 - 2011	<b>The Summit Group</b>
2005 - 2011	Regional Manager of Operations
2000 - 2005	General Manager
1992 - 2000	<b>Best Western Executive Inn (Kenosha, Wisconsin)</b> General Manager
	<b>Wyatt Cafes</b> Assistant Manager

### EDUCATION

1987	<b>University of Illinois, Champaign, IL</b> Bachelor of Science Degree in K-12 Physical Education
1990	<b>Central Michigan University, Mount Pleasant, MI</b> Master of Science Degree in Administration, 1990

LANE CONSTANT

DIRECTOR OF BUSINESS DEVELOPMENT

EXPERIENCE

2019–Present	<b>Aramark Correctional Services, LLC</b> <b>Director of Business Development</b>
2009–2019	<b>Premier National Benefits</b> Senior Partner   Director of Sales & Marketing
2006–2009	<b>First Community Bank</b> Vice President of Insurance

EDUCATION

2005	<b>Missouri State University</b> MBA Marketing
2004	<b>University of Missouri</b> B.S. Business Administration (2000–2004)

# MONIQUE E. SKOWRONSKI

## DIRECTOR OF NUTRITIONAL AND OPERATION SUPPORT SERVICES

### EXPERIENCE

<b>2016–Present</b>	<b>Aramark Correctional Services, LLC</b> Central Region Nutrition and Operational Support Manager
<b>2014–2016</b>	<b>Sodexo</b> Clinical Dietitian

### EDUCATION/CERTIFICATIONS

<b>2014</b>	<b>Dominican University-Brennan School of Business</b> Master of Business Administration/ Coordinated Dietetic Internship Sigma Iota Epsilon Honor Society
<b>2012</b>	<b>Northern Illinois University</b> Bachelor of Science in Nutrition and Dietetics Dean's List Honors
	<b>ServSafe Certification</b>
	<b>Certificate of Training in Adult Malnutrition</b>
	<b>Registered Dietitian Nutritionist</b>
	<b>Licensed Dietitian Nutritionist for the State of Illinois</b>

# KEVIN JOHNSON

## REGIONAL FINANCE DIRECTOR

### EXPERIENCE

2015–Present	<b>Aramark</b> Regional Finance Director
2014–15	<b>Aramark Correctional Services, LLC</b> Unit Controller
2013–14	<b>K–12 Education</b> Regional Finance Director
2010–13	<b>Aramark Correctional Services, LLC</b> Regional Finance Manager
2007–10	Senior Compliance Analyst
2006–07	<b>The Marmon Group Inc.</b> Internal Auditor
2005	<b>RSM McGladrey, Inc.</b> Sales Supervisor
2004–05	<b>Omnicare, Inc.</b> Controller
1999–2004	Senior Internal Auditor
1997–99	<b>Manufacturing Groups of America, Inc..</b> Staff Accountant

### EDUCATION

2002	<b>University of Cincinnati</b> Master of Science in Business Administration Concentration: Accounting/Information Systems
1997	<b>University of Memphis</b> Bachelor of Business Administration (B.B.A.)



# AMANDA MORRIS

## HUMAN RESOURCES DIRECTOR

### EXPERIENCE

<b>2020-Present</b>	<b>Aramark Correctional Services, LLC</b> Human Resources Director
<b>2017-2020</b>	<b>Aramark Business Dining</b> Regional Human Resources Manager
<b>2010-17</b>	<b>Aramark Higher Education</b>
2013-17	Senior Human Resources Manager
2010-13	Human Resources Manager
2010	Human Resources Coordinator
<b>2009</b>	<b>MetroPCS Wireless, Inc.</b> Human Resources Intern

### EDUCATION

**University of Florida**  
Bachelor of Science in Psychology

*ii. All inmate labor will be trained and carefully supervised by Selected Bidder's employees. Selected Bidder's employees must be familiar with security aspects of jail operation and be effective in training and supervising detainees in food services.*

## SECURITY POLICIES ALLOW PEAK OPERATION

In cooperation with Kendall County Jail's administrator, institutional security and custody procedures are adopted by your food service director. Our safety measures include:

- Constant supervision, management, and maintenance of your buildings, food service, and kitchen supplies
- Supervised inmate movement, behavior, and training amongst your inmate workforce, and the general population
- Control of potentially hazardous items like knives, cleavers, and other tableware
- Consistent execution of security policies with collaboration between your food service director, and other staff to maintain a uniform approach to custody and safety

### OUR STAFF SECURITY PRINCIPLES

Thanks to our extensive experience in security, we provide the best possible training to staff, teaching them how to make the right decision in a time- sensitive situation.

#### FOOD SERVICE DIRECTORS

Our food service directors, for example, understand the role of our services in a correctional institution. They operate seamlessly with Kendall County Jail's staff as department heads within the organization of the facility. Our managers are not correctional officers or deputies; however, they are trained to be alert to problems that might develop within the facility.

#### CIVILIAN EMPLOYEES

Our civilian employees are present whenever the kitchen is open and in operation. Inmates must never be left in these areas without a civilian supervisor. We also hire staff members who can handle emergencies that may arise. Because of the potential for problems, supervisors must have experience directing inmates before being assigned to direct a unit by themselves.

#### FOOD SERVICE STAFF




Our food service staff wear distinctive facility-approved uniforms. A dress code has been established for Aramark management personnel for each facility.

# MONTHLY SECURITY BRIEFINGS

Monthly security briefings are conducted for all Aramark staff by the food service director.

## SAMPLE TOPICS INCLUDE:

- Inmate Regulations and Rights
  - Food service responsibilities
  - Housing assignments
  - Privilege levels including visitor rights
  - Facility transfers
  - Court procedures
  - Worker status and medical clearance
- Officer Responsibilities
  - Badges and identification
  - Securing doors, gates, cells, and lockdown procedures
  - Responding to emergencies like facility fights, escapes, and injuries
  - Daily count routine
  - Use of force on inmates
  - Bookings, processing, and arrangements
  - Making rounds and contraband shakedowns
  - Officer stations and relief

SHIELD TRAINING		PREA		DO NOT REVIEW WHERE OFFENDERS CAN SEE OR HEAR
Introduction DAY 1	<p>The Prison Rape Elimination Act (known as <b>PREA</b>) seeks to eliminate sexual assaults and sexual harassment of offenders in correctional institutions and community correctional settings.</p> <p>Under PREA:</p> <ul style="list-style-type: none"> <li>Correctional facilities must institute a <b>ZERO-TOLERANCE</b> policy towards all forms of sexual abuse and harassment of offenders.</li> <li>The federal act imposes an obligation on contractors, like Aramark, to adopt and comply with the PREA standards.</li> </ul>			
Manipulation DAY 2	<p>Offenders will use acts of sexual misconduct as tactics for manipulation.</p> <p>Despite the zero-tolerance policy against sexual misconduct of any sort between staff and offenders, these situations continue to occur.</p> <p>Offenders will use flattery, charm or other methods to attract your attention. Always be aware of the consequences of PREA.</p> <div style="border: 2px solid red; padding: 5px; margin-top: 10px;"> <p><b>According to the Bureau of Justice Statistics:</b></p> <p> <b>51%</b> of confirmed incidents of sexual victimization involved only inmates.</p> <p> <b>49%</b> of substantiated incidents involved <b>STAFF</b> with inmates.</p> </div>			
Safe and Secure Day 3	<p><b>Be Knowledgeable!</b> To remain safe and secure, all Aramark associates must:</p> <ul style="list-style-type: none"> <li>Be acquainted with the facility's procedures for reporting PREA and comply with it.</li> <li>Treat ALL reported PREA incidents seriously, even PREA.</li> <li>Report appropriately through the chain of command! Information needed to report PREA:</li> </ul> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">1 Date of alleged assault</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">2 Victim's name and offender number</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">3 Suspect's name and offender number</div> <div style="border: 1px solid black; border-radius: 50%; padding: 5px; text-align: center;">4 Location of alleged assault</div> </div>			
Managing Offenders DAY 4	<p>Refrain from engaging in any act of sexual abuse or sexual harassment of an inmate. Sexual abuse or sexual harassment of an inmate by an Aramark associate will result in <b>immediate termination and may lead to criminal charges.</b></p> <p> <b>In the NEWS:</b></p> <p><i>A prison food service worker has been sentenced to two years in federal prison for having sex with two offenders at a federal prison camp. The food service worker admitted to engaging in multiple sex acts with a female offender on more than one occasion during the summer of 2014. He also admitted having sex with another female inmate. The ex-prison food worker was sentenced to 21 months in prison for pleading guilty to sexual abuse by a U.S. District Judge. The judge also ordered 10 years of supervised release and registration as a sex offender.</i></p>			
Review DAYS 5-7	<p><b>Shield Training Quiz Questions:</b></p> <ol style="list-style-type: none"> <li>True or False: Aramark associates do not have to familiarize themselves with the facilities PREA reporting policy?</li> <li>Which of the following PREA incidents should be reported:                             <div style="display: flex; justify-content: space-between;"> <span>a. Allegations of harassment</span> <span>b. Suspected acts of sexual abuse</span> </div> </li> <li>True or False: PREA protects offenders from sexual abuse or sexual harassment.</li> <li>What does PREA stand for?</li> </ol> <div style="text-align: right; font-size: 48px; margin-top: 20px;">?</div>			

Quiz Answers: 1. False 2. d. 3. True 4. Prison Rape Elimination Act  
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Shield Training Brief



# VOCATIONAL TRAINING

We know recidivism is an issue that continues to plague the criminal justice system. Unfortunately, many former inmates end up back in prison because they don't have the necessary skills to get a job once released, causing them to return to criminal behavior. Earning gainful employment by focusing on education and completing job skills training while incarcerated is proven to help former inmates reintegrate into society after they are released. Without education and training, it is harder to secure employment.



**!**  
**6,000+**  
IN2WORK graduates  
have successfully  
completed the program  
over the past 12 years.



# ● THE IN2WORK IMPACT



**176 IN2WORK  
PROGRAMS**

CURRENTLY GIVING  
**STUDENTS OPPORTUNITIES**

**1,000+**

**AVERAGE MONTHLY  
ENROLLMENT IN IN2WORK  
FOOD & RETAIL PROGRAMS**

WE ARE TARGETING



**325+**

**NEW IN2WORK PROGRAMS**

BY THE END OF 2022  
ACROSS THE ARAMARK  
CORRECTIONS PORTFOLIO



**23 STATES**

**HAVE AN IN2WORK PROGRAM OPERATING TODAY**



ON AVERAGE

IN2WORK INSTRUCTORS SPEND

**48,000+**

HOURS **EDUCATING & COACHING**  
OUR STUDENTS **EACH YEAR**



**100%  
OF GRADUATES**

WHO APPLIED TO PURSUE A  
POSTSECONDARY EDUCATION,  
BOTH PRE- AND POST-RELEASE,  
**RECEIVED A SCHOLARSHIP**

# IN2WORK

Recidivism continues to be a major challenge for correctional professionals today. With the IN2WORK program, Aramark address this challenge. The program aims to reduce recidivism by offering inmates the opportunity to learn valuable and employable skills.

## FUTURE FOCUSED

Together, we will ensure the right participants are selected for the IN2WORK program. We have a genuine interest in helping former inmates transition back into society and know the program works. Participants receive an education in food and retail services through the following resources:

- A comprehensive curriculum encompassing classroom and hands-on training
- Instruction led by Aramark food service and retail associates using comprehensive guides
- Workbooks ensure adherence to the current industry standards
- Customizable support and structure

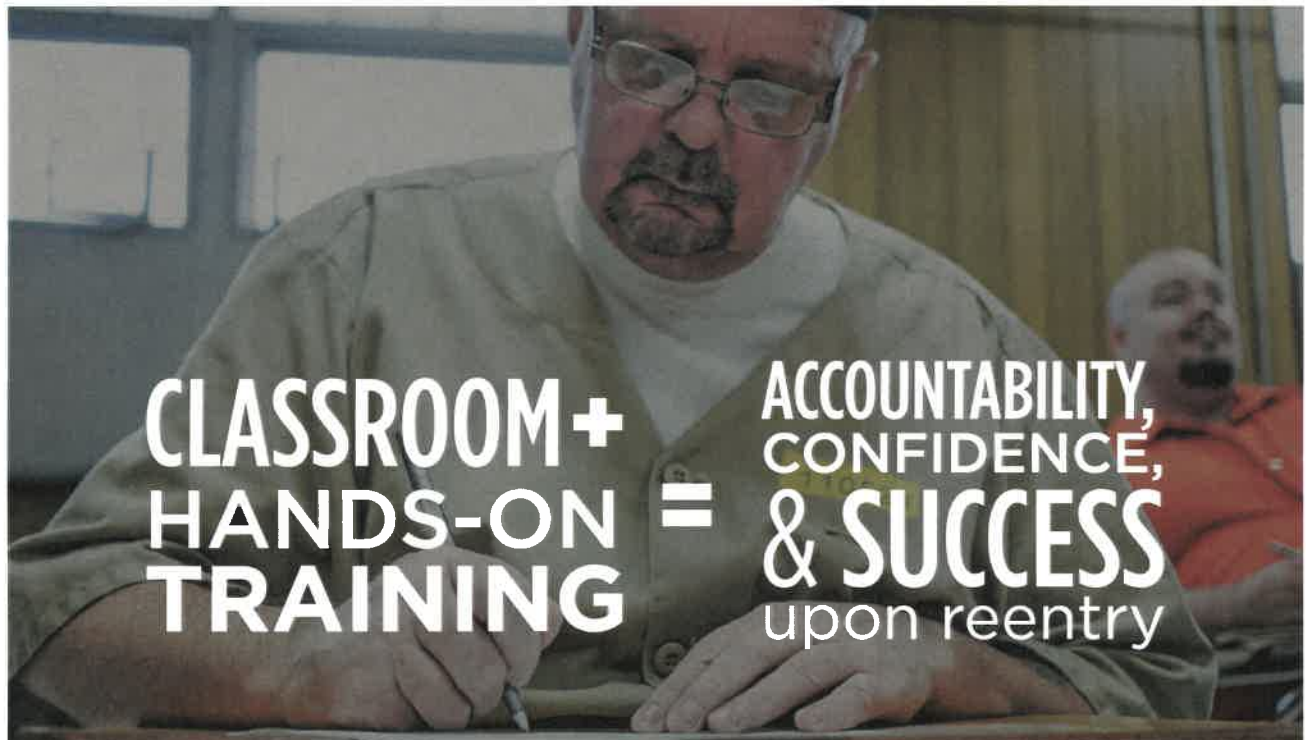
Upon completion of the program, students receive a certification from the National Restaurant Association, a key differentiator when they look for employment after release.

## PROMISING OUTCOMES

Students learn teamwork and how to function in a workplace setting, leading to increased public safety and decreased future victimization.

**!**

Upon completion of the program, students receive **certifications from the National Restaurant Association**, which will set them ahead when looking for employment.



## IN2WORK FOOD

### KITCHEN BASICS

#### PHASE 1:

Fundamental skills for success in the food service industry; prepares students for ServSafe certification

### FOOD SERVICE MANAGEMENT

#### PHASE 2:

Operational management skills: day-to-day restaurant operations, inventory, marketing, and leadership



#### PHASE 3:

Five-year management certificate from the National Restaurant Association

Classroom instruction and practical, hands-on training are two pillars of IN2WORK. While the curriculum per phase is structured, IN2WORK is adaptable, designed to align with the current education and vocational programming goals at Kendall County Jail. We will partner closely with the programs team at Kendall County Jail to work toward implementing the most successful version of IN2WORK.

#### KITCHEN BASICS:

- Hygiene & Health
- Cleaning & Sanitation
- Receiving & Serving Food
- Temperatures For Food Safety
- Safety in the Workplace
- Recipes & Preparing for Production
- Success in Food Service

#### FOOD SERVICE MANAGEMENT:

- Operations Management
- Managing People & Guests
- Managing Finances
- ServSafe Test Prep



## 80+

Interns work in Aramark kitchens today, earning a livable wage while incarcerated.





## JOB SKILLS TRAINING

Job skills training is important for the re-integration of IN2WORK graduates back into their communities. This type of training is planned, organized, and conducted in the Aramark operation, where students work daily alongside Aramark food service professionals. Students develop and apply practical skills to broaden competencies in the kitchen that are unique to food service and hospitality jobs, and that will set them up for success after release.



### FRESHFAVORITES AND ICARE FRESH

IN2WORK food service integrates with our FreshFavorites and iCare Fresh programs, allowing students to:

- Acquire real-life short-order-cooking skills.
- Learn how to apply cooking techniques and use equipment properly.
- Develop customer service skills.
- Build meals using PRIMA recipes.

Food safety is also a key component of training and is reinforced at every class. By preparing the FreshFavorites and iCare Fresh menu items, students earn practical experience and cultivate self-confidence that they will use in their search for employment post-release.



# IN2WORK **INTERNSHIP,** **SCHOLARSHIP, &** **EMPLOYMENT** PROGRAMS

IN2WORK'S internship, scholarship, and employment programs provide your inmate population with the opportunities to learn new and valuable skills. Our educational programs can lead to future employment success outside of Kendall County Jail. Morale is also elevated through education as students are given a purpose and goals to work toward while incarcerated.

# IN2WORK INTERNSHIP

Experiencing employment is a valuable opportunity to build confidence as IN2WORK graduates focus on their futures within society. Our internship program enables eligible, high-performing IN2WORK graduates to apply for internships within your facility while incarcerated.

## SPECIFICATIONS

- Once you approve prospective interns, they are hired on as hourly associates
- Compensated with livable wages that comply with local, state, and federal wage laws (we reimburse you for the total wages earned by interns in our program)
- Approved interns must complete a 30-day provisional period and agree to a previously determined minimum length of assignment
- Internships typically run for one year

**By supporting the food service director or commissary manager in daily operations, interns receive compensation and experience to complement program certifications.**

## MENTORING THE NEXT GENERATION

In addition to operation responsibilities, interns also mentor IN2WORK students, sharing expertise while promoting teamwork and self-worth. Mentoring inspires improvement and personal growth, better preparing all involved for release. As part of their preparation and under the guidance of their instructor, interns create a resume and cover letter with their IN2WORK credentials, detailing their experience and employable skills they have developed through the internship. This is also the time when interns can write their essay to apply for a scholarship if they plan to continue their education after release.

## SETTING UP SUCCESS

Under instructor guidance, interns prepare for employable futures with the following tools:

- Create resumes and cover letters, detailing IN2WORK experience and learned skills
- Craft essays and apply for scholarships if planning to continue education post-release

Upon release, interns receive release packets, which include information on how to contact the IN2WORK team for reentry support. Interns also have access to the Allie virtual job coach, allowing them to jump start their careers by applying for Aramark jobs.



# IN2WORK SCHOLARSHIP

Aramark's IN2WORK program offers scholarship opportunities to graduates of the program pre- and post-release. IN2WORK graduates can apply for a scholarship to continue their education and jump-start their career. Applicants must have graduated from high school or received their GED and a certificate from one of our IN2WORK programs. Our partner, Scholarship America, evaluates and awards the scholarships, which are applicable to full-time or part-time undergraduate studies as well as trade schools.



## ELIGIBILITY FOR IN2WORK SCHOLARSHIP

**Applicants must meet all of the following criteria:**

- Be a high school graduate or GED recipient
- Be a successful graduate of Aramark's IN2WORK program
- Plan to enroll in full- or part-time undergraduate study at an accredited two- or four-year college, university, or vocational-technical school for the next academic year

## Selection Criteria for IN2WORK Scholarship

- Work experience
- Statement of career/educational goals and objectives
- Essay on personal advancement while incarcerated
- Applicant appraisal

## Supporting Documents

- High school diploma or GED certificate
- A graduation certificate from an IN2WORK program
- ServSafe or Retail Success certificate

APPLY FOR AN  
**IN2WORK**  
SCHOLARSHIP

TO FURTHER YOUR  
**EDUCATION** AND  
**JOB SKILLS TRAINING**

**Scholarships** are applicable to full or part-time undergraduate study at an accredited two or four year college, university or vocational-technical school

## HOW TO APPLY ►

- 01 GO TO**  
www.scholarsapply.org/IN2WORK
- 02 CREATE**  
an application account and complete your student profile
- 03 COMPLETE**  
all required fields, in the proper format
- 04 ENSURE**  
you have all required documents
- 05 CAREFULLY**  
review & submit your application by the deadline provided





# IN2(THE)FUTURE SCHOLARSHIP

## BREAK THE CYCLE

Every student deserves a fair chance at continuing their education, regardless of their circumstances. A child should never have to give up on their dreams because they do not think it is possible—Aramark can help make it possible.

The IN2(THE)FUTURE Scholarships encourages children with a parent or guardian that the justice system has impacted to pursue or continue college or trade school education. The scholarship is available for dependents of Aramark's IN2WORK program graduates. The award is \$2,500, and candidates are encouraged to reapply yearly for up to four years of undergraduate education. Our partner, Scholarship America, evaluates and awards the scholarships applicable to full-time or part-time undergraduate studies and trade schools.

### ELIGIBILITY CRITERIA

- Be a dependent, age 25 and under, of an incarcerated or formally incarcerated parent that has graduated from the IN2WORK program
- Be a high school senior or graduate or a current college undergraduate
- Plan to enroll in full-time undergraduate study at an accredited two- or four-year college, university, or vocational-technical school for the entire upcoming academic year
- Have a minimum grade point average of 2.0 on a 4.0-grade scale or equivalent

By expanding our partnership with Scholarship America and adding the IN2(the) FUTURE Scholarship, we increased our reach into communities affected by incarceration and truly help break the cycle.



# IN2WORK EMPLOYMENT

## SECOND-CHANCE HIRING IS THE RIGHT THING TO DO.

Employment is so much more than just a job. It establishes a feeling of pride, self-worth, and vision for a future that eliminates the need or desire to return to criminal habits. Our employment plan demonstrates a tangible commitment to improving lives for IN2WORK graduates, returning citizens, and their communities by filling the mutual necessity for jobs within Aramark.

Our employment commitment ensures opportunities and a positive impact for IN2WORK graduates to succeed on their post-incarceration journey. Though the individual has left the criminal justice system, they have the support of the Aramark network behind them to drive their focus to available positions within our organization and assist with the application process.

Our plan invests in the individual through technology that enables IN2WORK students to take this final step in their journey.

## ALLIE VIRTUAL EMPLOYMENT TOOL

Allie is our virtual job coach that allows IN2WORK graduates to access and apply for a curated list of Aramark jobs based on their interest and location once they are released.

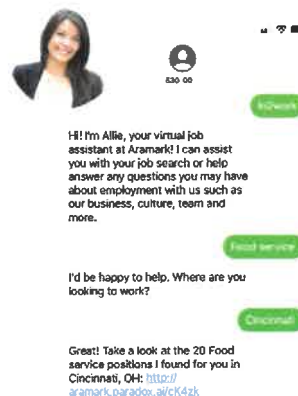
## THIS IS HOW IT WORKS:

GRADUATES  
RECEIVE A  
FLIER WITH THE  
INFORMATION  
ON TEXTCODE



CANDIDATE TEXTS  
"IN2WORK" TO THE  
CODE ON THE FLIER  
TO CONNECT WITH  
THE ALLIE VIRTUAL  
ASSISTANT & DETERMINE  
DESIRED JOB/LOCATION

ALLIE PROVIDES A  
LINK TO A LIST OF  
ARAMARK JOBS  
BASED ON THEIR  
LOCATION AND JOB  
TYPE



CANDIDATE  
APPLIES TO  
SELECTED JOB  
THROUGH ALLIE'S  
CHAT TO APPLY  
FEATURE



# IN2WORK EMPLOYMENT BACKGROUND CHECKS

## Checkr



Checkr allows candidates to address any reported criminal activity and provides an opportunity for the candidate to share additional information about themselves.

When a graduate submits a candidate story with the IN2WORK tag, Aramark will take additional considerations when reviewing the background check results.

### Process for Candidate Story:

- Checkr emails background check consent forms and drug screen forms (if applicable)
- Graduate completes forms and receives confirmation popup
- Graduate opens Candidate Portal link and selects "Share your story"
- Graduate enters IN2WORK tag

*iii. Selected Bidders employees shall hold appropriate licenses and certifications required for this type of food service.*

Aramark agrees and will comply.

*iv. Selected Bidders shall be responsible for any damage by its employees or agents, or damage done by inmate workers due to gross lack of training or supervision by Selected Bidder, its employees or agents.*

Aramark agrees and will comply.

*v. Employees and detainees shall be visually evaluated at the beginning of each shift. Any individual with boils, infected wounds or respiratory infections must be cleared by medical staff before being permitted to work in any food service area.*

Aramark agrees and will comply.



*D. Security:*

*i. KCSO will at all times be responsible for the physical security of the Facility and the continuing security of the inmates.*

Aramark agrees and will comply.

*ii. Selected Bidder's employees and agents will be responsible for the security and control of their County issued keys and work tools. All tools, such as knives, peelers, etc., will be kept in a locked area when not in use. Selected Bidder shall maintain a recorded inventory of all such items, and shall document any time an item is removed and returned to the locked area.*

## SAFE AND SECURE

The safety, security, and welfare of inmates and staff at Kendall County Jail are critical. Standardized operations contribute to a strong security program, and with more than 45 years of corrections experience we have the best tools in hand. We realize no facility faces the same security challenges, so we customize our procedures to meet your needs. While our policies have been built on more than 45 years of corrections experience, we understand our security procedures must fit the security policies of your facility.

### ARAMARK CORRECTIONAL SERVICES SECURITY POLICY

As a company that specializes in seamless integration, we understand the need for strict security policies. We will work with Kendall County Jail to achieve the following security deliverables:

- **Kitchen security**—Manage and maintain a safe and secure kitchen environment for inmates, staff, and officers.
- **Security audits**—Provide regular security inspections and oversight to ensure that your expectations are realized.
- **Security training**—Provide scheduled training to staff and inmates on security procedures and protocols.

### STANDARD POLICIES

- **Abide by your standards**—All food service staff functions will be executed in accordance with the security policies, procedures, and guidelines of your facility.
- **Trained in your policies**—We understand each person is responsible for his or her own actions relative to security.
- **Clearances**—All staff members must obtain and maintain security clearance as a condition of employment with Aramark.
- **Security briefings**—The food service director arranges security briefings for new employees. The facility administrator will determine length and time of the security briefing program.
- **Documentation**—Documentation of the security briefing is placed in each employee's personnel file.
- **Signed affirmation**—Each staff member signs an affirmation regarding his or her duties relative to security and continued employment.
- **Client updates**—The food service director manager regularly reviews our security procedures and compliance with the client.
- **Utensil shadow boards**—Secured shadow boards are used for serving and preparation utensils, particularly in inmate labor scenarios.
- **Food product controls**—We ensure strict control over food products that could be used in making contraband.
- **Food as inmate currency**—We eliminate to the fullest extent possible the use of food products as inmate currency.

# ARAMARK SECURITY OPERATIONAL PROCEDURES

Our security program is built on a firm foundation consisting of the following elements:

## KEY CONTROL

Our food service directors have a set of internal security keys for the following areas:

- Walk-ins
- Storerooms
- Spice cabinets

Main control also has a set of keys kept in a sealed envelope. When the seal is broken for an extra key, a report is filed. According to our policy, inmates never receive keys to storage areas or have access to keys. All external security keys for doors and loading docks are in possession of correctional officers only.

## VANDALISM CONTROL

Even under the closest scrutiny, facility equipment may be vandalized. If this occurs, we recognize the need to substantiate any inmate acts of vandalism.

**IDENTIFY** recurrent equipment failures and frequent repairs caused by vandalism to include in our weekly and monthly quality assurance audits and inspections.

**REMEDY** the problem by bringing solutions to the facility administrator in the monthly corrective action reports. Remedies include charging inmates for damages (where the jurisdiction allows) and redesigning the system to reduce incidents.

## ELIMINATION OF CONTRABAND AND POTENTIAL WEAPONS

Aramark teaches our staff that certain items have a greater value within correctional facilities than in the outside world. Our policy ensures that each manager is aware of the items considered contraband by Kendall County Jail. Our corrections experience has shown that some items are controlled in all facilities:



**Medication**—This includes all prescription and nonprescription medicines, as well as syringes.



**Potential weapons**—According to our policy, any article that could be used as a weapon is considered contraband (these include knives, fingernail files, scissors, razors, hammers, chisels, forks, spoons, and pot lids).

**Shadow boards**—Our policy requires storage of all kitchen knives, cleavers, and sharpening stones on locked shadow boards in a highly visible location.



**Handling of utensils**—Knives are tethered to work areas, and inmates cannot leave the area until all equipment is in place.



**Food-related Items**—Certain sensitive food items are locked in storage areas and issued only as needed.



**Cigarettes**—In most facilities, cigarettes and tobacco are the most popular form of contraband.



**Chemicals**—Cleaning chemicals can be potential weapons.

*iii. Selected Bidder's employees and agents will follow security procedures established by the KCSO and the County and will take direction from the KCSO correctional staff in an emergency situation.*

Aramark agrees and will comply.

**E. Grievances:** Upon request of County, Selected Bidder shall be responsible to answer and remedy, if appropriate, inmate grievances and complaints regarding food services.

# FEEDBACK

## GRIEVANCE PROCEDURES

The front-line manager and facility administration determine in advance how routine complaints will be handled. Aramark recommends we participate in the facility staff meetings to address issues before they become a problem. We have standard procedures for dealing with grievances. We begin by thoroughly reading grievances, then investigate to determine if the complaint is valid. If we are at fault, we respond by completing a grievance response sheet and informing the administration in writing the complaint resolution. The Aramark manager will be responsible for following up on the complaint to ensure that the problem has been resolved for the next meal period. If we are not at fault, we follow the administration's usual policy.

## LISTENING INTENTLY

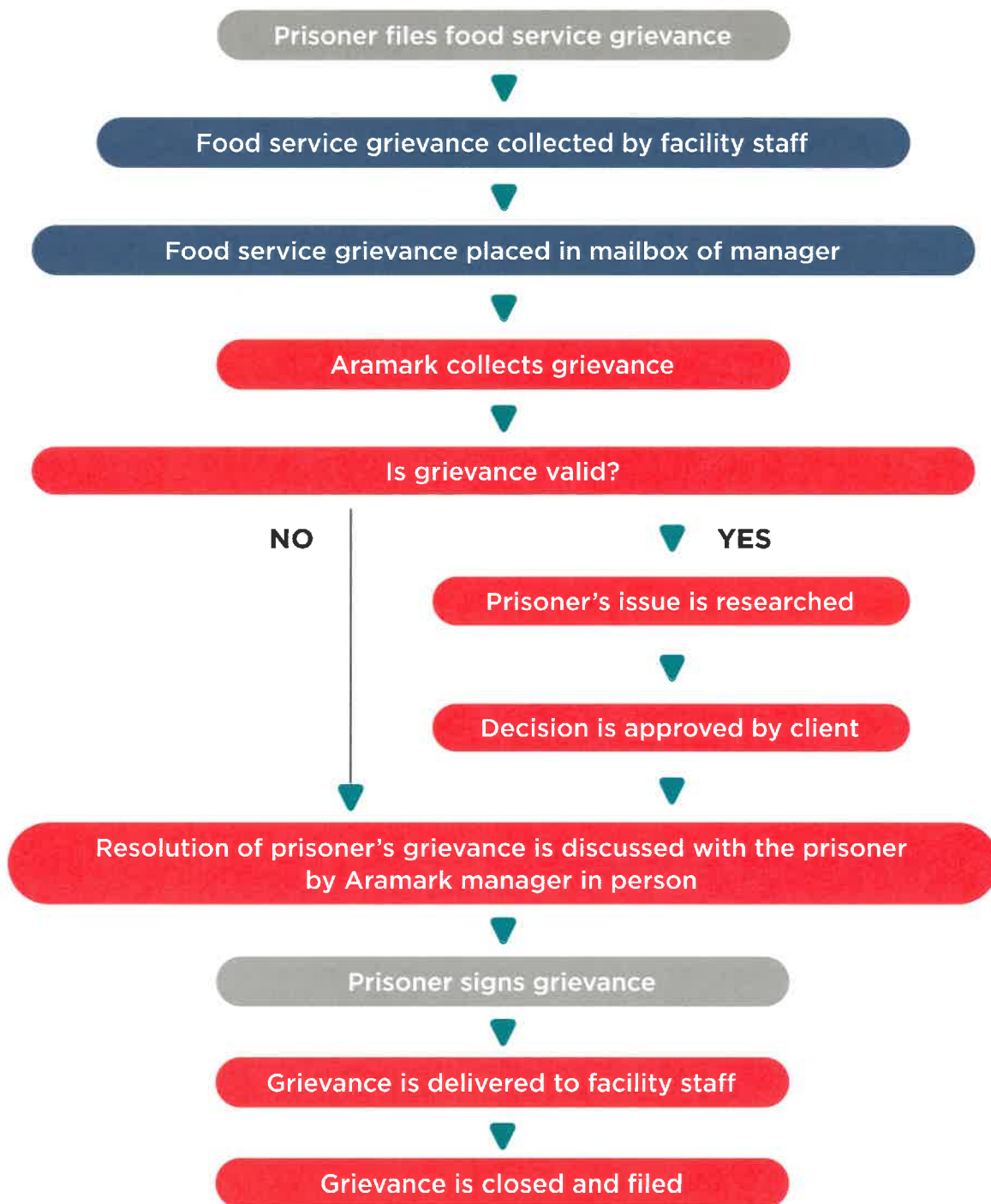
We welcome feedback and consider it key to achieving meal satisfaction. Therefore, we conduct surveys with prisoners, correctional officers, and client administration regularly. After collecting the feedback, we share the results with our team of registered dietitians. They combine the survey feedback with Aramark and external audit reports. Our district managers and the dietitians consult with Kendall County Jail to review the feedback and proposed adjustments. Any changes in menu and recipes are communicated via PRIMA Web to teams in food supply-chain management and operations, and the process continues. While we will provide information and insight, Kendall County Jail controls all menu changes. We treat the menu as an evolving document requiring ongoing adjustments to ensure meal acceptance.



## GRIEVANCE PROCESS

Prisoners and juveniles have the opportunity to file grievances about any aspect of their incarceration, including food service. Following the American Correctional Association Performance Standard: Fair Treatment of Prisoners (Ref. 4-ALDF-6B-01), a prisoner grievance procedure is available to all prisoners. Aramark food service managers will comply with the correctional facilities' procedure by which prisoners will have any issue related to their incarceration formally reviewed. Any grievance that is received will be recorded and thoroughly investigated, and responded to within the time frames required. Additionally, Aramark maintains a record of any grievances/appeals.

# GRIEVANCE PROCESS FLOW



FACILITY STAFF



ARAMARK



PRISONER

## **6. EQUIPMENT AND FACILITIES**

*A. Selected Bidder shall provide, if needed, any equipment necessary for the transportation of products, supplies, and personnel to or from the Facility. Selected Bidder shall furnish all supplies, commodities, and equipment not supplied by County, but which are necessary for the efficient, sanitary, and economically sound operation of the food services program outlined in the Agreement. This shall include all cleaning and paper supplies not provided by County.*

Aramark agrees and will comply.

*B. Selected Bidder shall supply all food, seasonings, and ingredients for the food service and kitchen at Facility.*

Aramark agrees and will comply.

*C. County shall furnish cleaning supplies, pots, pans, kitchen equipment, and utensils identified in appendix B of the ITB.*

Aramark agrees and will comply.

*D. County will provide, install, maintain, repair, and permit the Selected Bidders to use the capital equipment which the County placed within the Facility.*

Aramark agrees and will comply.

*E. Selected Bidder must provide disposable utensils for all persons identified by County staff as having communicable disease. Disposable utensils, plates, cups, etc., are to be biodegradable or able to be recycled. Polystyrene is not acceptable.*

Aramark agrees and will comply.

*F. Selected Bidder shall properly use and maintain all County equipment. Selected Bidder will be responsible for repair of damaged equipment, or the cost thereof, due to negligence or willful conduct of Selected Bidder's employees or agents. The County will provide preventative maintenance and repair service on all County owned equipment.*

Aramark agrees and will comply.

*G. County shall supply all utilities relating to the operation of the food service area, including garbage service, natural gas, water, and electric. County shall supply internet access, if needed, and basic local phone service. Any toll or long distance charges incurred by Selected Bidder's employees or agents will be reimbursed by the Selected Bidder within thirty (30) calendar days after receipt of the bill. The Selected Bidder will conserve utilities whenever possible.*

Aramark agrees and will comply.

*H. The Selected Bidder shall at no time use the Facility for the preparation of any foods or beverages other than those products to be delivered under Agreement.*

Aramark agrees and will comply.

*I. Selected Bidder and the County shall jointly inventory all capital equipment and food service related items under Selected Bidder's direct control at the inception of the Agreement and annually thereafter. Copies of the inventory will be retained by Selected Bidder and by the County. Selected Bidder shall provide equivalent quality replacement supplies as necessary. All replacement supplies shall become the property of County.*

Aramark agrees and will comply.

# SLIDING SCALE PRICING

## SEP 2022 – NOV 2022

NUMBER OF INMATES	PRICE
80-89	2.774
90-99	2.552
100-109	2.373
110-119	2.218
120-129	2.095
130-139	1.987
140-149	1.898
150-159	1.820

## DEC 2022 – NOV 2023

NUMBER OF INMATES	PRICE
80-89	3.079
90-99	2.833
100-109	2.634
110-119	2.462
120-129	2.325
130-139	2.206
140-149	2.107
150-159	2.020

## DEC 2023 – NOV 2024

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.

## DEC 2024 – NOV 2025

Please accept a 10% increase OR a CPI % Adjustment, whichever is lower at time of renewal.