coretrust PUBLIC SECTOR

Town of Delight, Arkansas

CONTRACT SUMMARY

Contract: 24COR-059 Commercial Food
CoreTrust Tracking Number: 24COR-059
Lead Agency: Town of Delight, AR
Cooperative Program: CoreTrust Public Sector
Type of Solicitation: Best Value Request for Proposal (RFP)

Vendor Information

ENTERGRA PROCUREMENT SERVICES, LLC
915 Meeting Street, Suite 1400
North Bethesda, MD 20852

Contract Administration Contact *(for Lead Agency and CoreTrust use Only)*		**Contract Sales Contact** *(Agency Ordering and Support)*	
Contact:	Tawni Mabel	**Contact:**	Ray Cajudoy
Email:	Tawni.Mabel@entegraps.com	**Email:**	Ray.cajudoy@entegraps.com
Phone:	801-455-8705	**Phone:**	410-582-7335

Initial Term: March 27, 2026 through March 26,2029

Renewal Options: Two (2) additional one (1) year terms or portions thereof, not to exceed a total aggregate contract term of five (5) consecutive years.

Maximum Extension Date: 3/26/2031

Scope of Contract: The contract provides for the distribution of commercial food products on a national scale, including but not limited to:

- Raw, fresh, frozen, processed, canned, ambient, and dry foods
- Baked goods, dairy, eggs, beverages
- Meat and produce
- Limited non-food items such as degreasers, grill cleaner, scrubber pads, and pan soap
- Use by municipalities, school districts, long-term care, mental health, and correctional facilities

This is **not** a food service contract.

January 8, 2026

Addendum #1:

Pre-Bid Conference:

January 8, 2026 Pre-Bid Conference Meeting concluded. The recording can be found here.

Revisions:

Section O – Cost Proposal Workbook has been revised. Proposers shall use Section O – Cost Proposal Workbook v2 for submissions.

Questions & Answers:

Q1: Will plant-based alternatives meeting equivalent or superior nutritional specifications be acceptable under the meat products category?

A1: There is no prohibition against proposing plant-based meat alternatives along with proposed meat products. However, responding Proposers are reminded that the scope of this solicitation is for the distribution of food Products against all food categories on a national cooperative scale. Responders must meet all requirements found in Appendix B, Section F, 13. Scope of Work and must have a minimum of five (5) years distributing the Products in-scope required in this Solicitation to be considered.

Q2: On Section N (technical proposal) several questions are grouped together, with only one cell available to provide answers to the entire group of questions. Do we need to leave the excel format that way, or can we have an answer cell for each question, as opposed to a single answer cell for multiple questions?

A2: Bidders may either use alt+enter in the single cell to align their answers OR they may unmerge the answer cell to have an answer cell for each question.

Q3: About 90% of the technical questions asked in the RFP are addressed in Section N. Some questions are asked in the RFP (under Section F, 13.14 Company History and Summary) but are not reflected in Section N - Technical Proposal Workbook.

A3: 13.14 Company History and Summary requests a response in searchable Word or PDF format. This would be submitted as a separate document from Section N - Technical Proposal Workbook, but is part of the review.

When issued, this Addendum #1 shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Addendum. By submitting a proposal to this solicitation, respondents shall be deemed to have received all Addenda and to have incorporated them into their proposals.

If any bidder or proposer has any questions, please direct them to ***Bid.TownOfDelightAR@gmail.com*** or submit questions via BidNet.

The deadline for questions is close of business, Thursday, January 15, 2026.

Signature: 

Printed Name: Ray Cajudoy

Date: January 8th, 2026

Title: Director – Enterprise Lodging Sales

Q5: If we need more time than what is allotted within this bid how long, it all, do we have to ask for an extension?

A5: Any proposed request for extension should be communicated in writing as soon as the proposer is aware that more time is needed to complete their proposal. Any proposed request for extension should be accompanied by an explanation for the need for an extension, and the request is subject to Lead Agency review and written approval.

Q6: If our delivery model involves partners, are the partners required to submit documentation in order to perform the function? Particular forms in question are: Affirmative Action Affidavit CERTIFICATION OF NON INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM NEW JERSEY BUSINESS REGISTRATION POLITICAL CONTRIBUTION DISCLOSURE FORM OWNERSHIP DISCLOSURE FORM STOCKHOLDER DISCLOSURE CERTIFICATION

A6: Subcontractors will not be signing forms for the Master Agreement, only the prime Contractor. Terms and conditions of the Contract flow down to the Subcontractor(s). Please refer to **Appendix A, Section C, Federal Terms and Conditions, 15. Applicability to Subcontractors and Appendix B, Section F, 15. Contractor Responsibility for Subcontractors.**

When issued, this Addendum #2 shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Addendum. By submitting a proposal to this solicitation, respondents shall be deemed to have received all Addenda and to have incorporated them into their proposals.

Signature: 

Printed Name: Ray Cajudoy

Date: January 20th, 2026

Company/Firm: Entegra

Title: Director - Enterprise Lodging Sales

coretrust
PUBLIC SECTOR

Town of Delight, Arkansas

NOTICE TO RESPONDENT

Addendum #1 for Best Value Solicitation

Issued by:

TOWN OF DELIGHT, ARKANSAS

for

24COR-059 COMMERCIAL FOOD

SUBMITTAL DEADLINE: 3:00 p.m. CT February 5, 2026

January 8, 2026

Addendum #1:

Pre-Bid Conference:

January 8, 2026 Pre-Bid Conference Meeting concluded. The recording can be found here.

Revisions:

Section O – Cost Proposal Workbook has been revised. Proposers shall use Section O – Cost Proposal Workbook v2 for submissions.

Questions & Answers:

Q1: Will plant-based alternatives meeting equivalent or superior nutritional specifications be acceptable under the meat products category?

A1: There is no prohibition against proposing plant-based meat alternatives along with proposed meat products. However, responding Proposers are reminded that the scope of this solicitation is for the distribution of food Products against all food categories on a national cooperative scale. Responders must meet all requirements found in Appendix B, Section F, 13. Scope of Work and must have a minimum of five (5) years distributing the Products in-scope required in this Solicitation to be considered.

Q2: On Section N (technical proposal) several questions are grouped together, with only one cell available to provide answers to the entire group of questions. Do we need to leave the excel format that way, or can we have an answer cell for each question, as opposed to a single answer cell for multiple questions?

A2: Bidders may either use alt+enter in the single cell to align their answers OR they may unmerge the answer cell to have an answer cell for each question.

Q3: About 90% of the technical questions asked in the RFP are addressed in Section N. Some questions are asked in the RFP (under Section F, 13.14 Company History and Summary) but are not reflected in Section N - Technical Proposal Workbook.

A3: 13.14 Company History and Summary requests a response in searchable Word or PDF format. This would be submitted as a separate document from Section N - Technical Proposal Workbook, but is part of the review.

When issued, this Addendum #1 shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Addendum. By submitting a proposal to this solicitation, respondents shall be deemed to have received all Addenda and to have incorporated them into their proposals.

If any bidder or proposer has any questions, please direct them to Bid.TownOfDelightAR@gmail.com or submit questions via BidNet.

The deadline for questions is close of business, Thursday, January 15, 2026.

Signature: _____

Printed Name: _____

Date: _____

Company/Firm: _____

Title: _____

coretrust
PUBLIC SECTOR

Town of Delight, Arkansas

NOTICE TO RESPONDENT

Best Value Solicitation

Issued by:

TOWN OF DELIGHT, ARKANSAS

for

24COR-059 COMMERCIAL FOOD

SUBMITTAL DEADLINE: 3:00 p.m. CT February 5, 2026

TABLE OF CONTENTS

Appendix A - Requirements

Section A Participating Agency Requirements

Section B Lead Agency Requirements

Section C Federal Contract Terms and Conditions

Section D New Jersey Business Compliance

Section E State Notice Addendum

Appendix B – Best Value Solicitation

Section F Background & Scope

Section G Submission Protocol; Evaluation; Award

Section H Requirements for National Cooperative Contract

Section I Form of Master Agreement

Section J Master Agreement Acceptance Form

Section K Form of Administration Agreement

Section L Form of Master Intergovernmental Cooperative Purchasing Agreement

Section M Lead Public Agency Certificate

Section N Technical Proposal

Section O Cost Proposal

GENERAL CONTRACT DOCUMENTS AND INFORMATION

The following sets forth the contract documents contained in this suite of documents as applicable to CoreTrust, Lead Agency, Supplier, and the applicable participating agency.

DOCUMENT	TITLE	PARTIES	PURPOSE
APPENDIX A			
Section A*	Participating Agency Requirements	Participating Agency, Lead Agency, and Supplier	These Sections provide the Participating Agencies and Lead Agency's respective statutory and regulatory requirements with which the Supplier must comply. *Sections A and B may be modified as necessary to meet an individual participating public entity's statutory and regulatory requirements.
Section B*	Lead Agency Requirements		
Section C	Federal Contract Terms and Conditions		
Section D	New Jersey Business Compliance		
Section E	State Notice Addendum		
APPENDIX B			
Section F	Background & Scope	Lead Agency, Supplier, and CoreTrust	These Sections provide the solicitation purpose(s), general scope, submission requirements, and evaluation and award information.
Section G	Submission Protocol; Evaluation; Award		
Section H	Requirements for National Cooperative Contract		
Section I	Form of Master Agreement	Lead Agency and Supplier	The Master Agreement defines: (i) the relationship between Lead Agency and Supplier; and (ii) the terms and pricing of Supplier's products and/or services offered to Participating Agencies.
Section K	Form of Administration Agreement	Supplier and CoreTrust	The Administration Agreement defines the roles and obligations of CoreTrust and Supplier regarding marketing and selling CoreTrust's cooperative purchasing program to Participating Agencies.
Section L	Form of Master Intergovernmental Cooperative Purchasing Agreement	Lead Agency and CoreTrust	The Master Intergovernmental Cooperative Purchasing Agreement allows Lead Agency's Participating Agencies to acquire Supplier's products and/or services through CoreTrust's cooperative purchasing program.
Section M	Lead Public Agency Certificate	Lead Agency, Supplier, and CoreTrust	The Lead Public Agency Certificate is the Lead Agency's agreement to adhere to the terms of the Master Intergovernmental Cooperative Purchasing Agreement (MICPA)
Section N	Technical Proposal		Sections N and O are designated for the Supplier's use when developing their technical and cost proposals.
Section O	Cost Proposal		

ORDERS OF PRECEDENCE

This contract is composed of the documents set forth in the Table of Contents. For purposes of this solicitation, conflicts among these documents shall be resolved in the following order of precedence:

1. Section F – Background & Scope
2. Section G – Submission Protocol; Evaluation; Award
3. Section A – Participating Agency Requirements
4. Section B – Lead Agency Requirements
5. Section C – Federal Contract Terms and Conditions
6. Section D – New Jersey Business Compliance
7. Section E – State Notice Addendum
8. Section K – Form of Administration Agreement
9. Section L – Form of Master Intergovernmental Cooperative Purchasing Agreement
10. Section I – Form of Master Agreement
11. Section N – Technical Proposal
12. Section O – Cost Proposal
13. Section H – Requirements for National Cooperative Contract
14. Section J – Master Agreement Acceptance Form
15. Section M – Lead Public Agency Certificate

For purposes of the awarded contract, conflicts among these documents shall be resolved in the following order of precedence:

1. Section A – Participating Agency Requirements
2. Section B – Lead Agency Requirements
3. Section C – Federal Contract Terms and Conditions
4. Section D – New Jersey Business Compliance
5. Section E – State Notice Addendum
6. Section F – Background & Scope
7. Section K – Administration Agreement
8. Section L – Master Intergovernmental Cooperative Purchasing Agreement
9. Section I – Master Agreement
10. Section N – Technical Proposal
11. Section O – Cost Proposal

APPENDIX A – REQUIREMENTS

SECTION A – PARTICIPATING AGENCY REQUIREMENTS

This section is reserved for use by Participating Agencies to include any state- or agency-specific requirements necessary for their compliance. Any such requirements apply only to that Participating Agency and where these terms conflict with other terms in this document, these terms supersede the general contract requirements solely for that Participating Agency's use of the Contract. They shall not override or modify the requirements of the Lead Agency and shall not create obligations for any other Participating Agency.

SECTION B – LEAD AGENCY REQUIREMENTS

1. LEAD AGENCY BACKGROUND

The Town of Delight, Arkansas, is an incorporated municipality located in Pike County. Delight is dedicated to transparent governance, sound fiscal management, and the efficient delivery of public services to its residents. The Town values collaboration and supports initiatives that promote economic growth and operational efficiency within the community.

2. PAYMENT AND INVOICE PROVISIONS

A. The Supplier must ensure that invoices are accurate, clear, and itemized to facilitate prompt payment and proper audit tracking. If the Lead or Participating Agency specifies a particular invoicing format or submission process, the Supplier must comply with those requirements in addition to the following minimum data elements.

B. All invoices for purchases made under a resulting Contract, whether submitted electronically or in paper form, must include at a minimum the following information:

- Contract Number
- Supplier Name
- Participating Agency Name
- SKU(s) (if applicable)
- Product or Service Name(s)
- Description of Products or Services
- Quantity
- Unit of Measure (UOM)
- Contract Not-to-Exceed (NTE) List Price
- Discount(s) Applied, including both Contract-specific discounts and any special pricing more favorable than the Contract NTE List Price
- Invoice Total

C. All invoices for the lead agency shall be forwarded to:

Town of Delight
ATTN: Accounts Payable
307 Allen Street
Delight, AR 72120
or emailed to: cityofdelightar@gmail.com

3. FORCE MAJEURE

Neither the Lead Agency, any Participating Agency, nor the Supplier shall be liable for delay or failure to perform any obligation under this contract when such delay or failure is caused by circumstances beyond the reasonable control of the affected party and not due to its negligence or willful misconduct.

A force majeure occurrence includes but is not limited to: acts of God or natural disasters (such as storms, floods, earthquakes, or fires); war; terrorism; civil unrest; labor disputes; government actions or restrictions; epidemics or pandemics; transportation, communication, or utility interruptions; or other similar events that could not reasonably have been foreseen or prevented.

The affected party shall promptly notify the other party in writing describing the event, its expected duration, and plan to mitigate and resume performance. The affected party shall exercise commercially reasonable diligence to resume normal performance as soon as possible.

The period for performance shall be extended as reasonably necessary to compensate for the delay. During any Supplier delay, the Lead Agency or any Participating Agency may procure substitute goods or services to meet operational needs without penalty. If the force majeure condition continues for more than thirty (30) days, the parties shall determine an appropriate course of action, which may include equitable adjustment or termination of the affected portion of the contract without penalty.

No party shall be considered in default or held liable for damages arising from any delay or failure to perform under this section.

Extreme Market Volatility. In the event of extreme and unforeseen volatility in the marketplace, defined as circumstances outside the control of the Supplier that materially affect pricing or availability of supply across the broader industry, the Lead Agency may, at its sole discretion, make an equitable adjustment to contract terms or pricing. Any such adjustment shall be supported by documentation demonstrating the cause and impact of the volatility and approved in writing before taking effect.

4. RECORD RETENTION

A. The Supplier shall maintain all financial, accounting, and supporting records relevant to this contract in accordance with generally accepted accounting principles and all applicable laws and regulations. Such records shall be sufficient to document all transactions related to performance, billing, and payments under the contract.

B. Records shall be retained for a minimum of five (5) years following the expiration or final payment of the contract, whichever is later. If any audit, claim, or litigation is initiated before the end of the retention period, records shall be kept until all such matters are resolved.

C. Upon request, the Supplier shall provide access to these records to the Lead Agency, Participating Agencies, and any authorized representatives of said agency.

D. Other sections of this solicitation or contract documents may contain additional record-retention requirements.

5. CONDITIONS OF CONTRACT

The Supplier shall comply with all applicable federal, state, and local laws, ordinances, regulations, and policies governing performance of this contract. This includes, but is not limited to, requirements related to labor, safety, nondiscrimination, accessibility, environmental protection, and procurement integrity. The Supplier is responsible for ensuring that all subcontractors and agents engaged in performance under this contract also comply with these requirements. Compliance obligations apply throughout the term of the contract and to any extensions or renewals.

6. NON-DISCRIMINATION AND ACCESSIBILITY

The Supplier shall not discriminate against any individual based on race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity, or any other classification protected by federal, state, or local law. The Supplier shall comply with all applicable accessibility requirements, including the Americans with Disabilities Act (ADA).

7. SMALL AND VETERAN-OWNED BUSINESS PARTICIPATION

Participation by small businesses and veteran-owned businesses is encouraged in all solicitations and contracts. Suppliers and prime contractors are encouraged to include qualified small and veteran-owned businesses as subcontractors or supply partners whenever feasible.

8. INTELLECTUAL PROPERTY AND OWNERSHIP OF WORK PRODUCT

All work product, deliverables, reports, data, software, and documentation created or produced under this contract shall become the property of the contracting agency upon payment. The Supplier shall not use, reproduce, or disclose such materials for any purpose other than performance of this contract without prior written consent from the contracting agency.

The Supplier warrants that all materials, software, and processes provided under this contract are free from infringement of any patent, copyright, trademark, or other intellectual property right. The Supplier shall indemnify and hold harmless the Lead Agency and any Participating Agency from any claim or liability arising from such infringement.

All data belonging to the Lead Agency or any Participating Agency remains the sole property of that agency and shall be returned in a usable format upon request or at termination of the contract. The Supplier shall not retain, sell, or distribute such data without written authorization.

9. CONFIDENTIALITY AND PUBLIC RECORDS

All information, data, and materials provided by any contracting agency, including the Lead Agency and Participating Agencies for performance under this contract remain the property of the originating agency and shall be kept confidential by the Supplier. Such information shall not be disclosed, copied, or used for

any purpose other than performance of this contract without prior written authorization from the agency that owns the information.

The Supplier acknowledges that the **Arkansas Freedom of Information Act (Ark. Code Ann. § 25-19-101 et seq.)**, and other comparable state or local public-records laws, may apply to records related to this contract. Suppliers asserting that portions of their submissions are proprietary or confidential must clearly mark those specific sections at the time of submission. The final determination regarding disclosure will be made by the applicable contracting agency in accordance with its governing law.

10. DEFAULT AND REMEDIES

The Supplier shall perform all work, deliverables, and services in a timely, professional manner consistent with generally accepted industry standards and the specifications of this contract. The Lead Agency shall have the right to monitor and evaluate Supplier performance throughout the term of the agreement, including the review of responsiveness, quality, accuracy, and timeliness of work.

If the Supplier's performance is determined to be unsatisfactory, the Lead Agency may issue a written notice requiring corrective action within a specified period. Continued nonperformance, delay, or failure to comply with contract requirements may result in further action, including suspension of work, rejection of deliverables, or termination of the contract.

Participating Agencies may provide performance feedback to the Lead Agency for consideration during ongoing monitoring or contract-renewal evaluations.

11. NO BOYCOTT OF ISRAEL.

By entering this Agreement, Supplier certifies that it is not currently engaged in and agrees for the duration of the term of this Agreement not to engage in a boycott of Israel.

12. NO BOYCOTT OF THE ENERGY, FOSSIL FUEL, FIREARMS, AND AMMUNITION INDUSTRIES.

By entering this Agreement, Supplier certifies that it is not currently engaged in and agrees for the duration of the term of this Agreement not to engage in a boycott of energy, fossil fuel, firearms, and ammunition industries.

13. SEVERABILITY

If any provision is found invalid or unenforceable, the remaining provisions remain in full force and effect.

SECTION C – FEDERAL CONTRACT TERMS AND CONDITIONS

[Attachment to Follow]

FEDERAL CONTRACT TERMS AND CONDITIONS

When a participating agency seeks to procure goods and services using funds under a Federal grant or contract, specific Federal laws, regulations, and requirements may apply in addition to those under state law, including without limitation the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "**Uniform Guidance**" or "**EDGAR**" requirements).

All Respondents submitting proposals must complete this Federal Contract Terms and Conditions certification form regarding Respondent's compliance with certain requirements which may be applicable to specific participating agency purchases using Federal grant funds. This completed form shall be made available to Participating Agencies for their use while considering their purchasing options when using Federal grant funds. Participating Agencies may also require supplier partners to enter into ancillary agreements, in addition to the Master Agreement's general terms and conditions, to address the Participating Agency's specific contractual needs, including contract requirements for a procurement using Federal grants or contracts.

For each of the items below, Respondent should certify its agreement and ability to comply, where applicable, by having its authorized representative sign the acknowledgment at the end of this form. If Respondent fails to complete any item in this form, CoreTrust shall consider Respondent's response to be that it is unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the supplier partner using Federal funds.

1. SUPPLIER PARTNER VIOLATION OR BREACH OF CONTRACT TERMS

Contracts for more than the simplified acquisition threshold currently set at one hundred fifty thousand dollars ($150,000), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where supplier partners violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Any contract award shall be subject to the Master Agreement, as well as any additional terms and conditions in any purchase order, participating agency ancillary contract, or Participating Agency construction contract agreed upon by supplier partner and the Participating Agency which must be consistent with and protect the Participating Agency at least to the same extent as the Master Agreement.

The remedies under this agreement are in addition to any other remedies that may be available under law or in equity. By submitting a proposal, you agree to these supplier partner violation and breach of contract terms.

2. TERMINATION FOR CAUSE OR CONVENIENCE

When a participating agency expends Federal funds, the participating agency reserves the right to immediately terminate any agreement in excess of ten thousand dollars ($10,000) resulting from this procurement process in the event of a breach or default of the agreement by supplier partner in the event supplier partner fails to: (1) meet schedules, deadlines, and / or delivery dates within the time specified in the procurement solicitation, contract, and / or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and / or the procurement solicitation. Participating agency also reserves the right to terminate the contract immediately, with written notice to supplier partner, for convenience, if participating agency believes, in its sole discretion that it is in the best interest of participating agency to do so. Respondent shall be compensated for work performed and accepted and goods accepted by participating agency as of the termination date if the contract is terminated for convenience of participating agency. Any award under this procurement process is not exclusive and participating agency reserves the right to purchase goods and services from other supplier partners when it is in participating agency's best interest.

3. EQUAL EMPLOYMENT OPPORTUNITY

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Supplier partner agrees that such provision applies to any participating agency purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and supplier partner agrees that it shall comply with such provision.

4. DAVIS-BACON ACT

When required by Federal program legislation, supplier partner agrees that, for all participating agency prime construction contracts / purchases in excess of two thousand dollars ($2,000), supplier partner shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, supplier partner is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, supplier partner shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Supplier partner agrees that, for any purchase to which this requirement applies, the award of the purchase to the supplier partner is conditioned upon supplier partner's acceptance of the wage determination.

Supplier partner further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.") The Act provides that each supplier partner or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

5. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Where applicable, for all participating agency contracts or purchases in excess of one hundred thousand dollars ($100,000) that involve the employment of mechanics or laborers, supplier partner agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, supplier partner is required to compute the wages of every mechanic and laborer on the basis of a standard work week of forty (40) hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one-and-a-half times the basic rate of pay for all hours worked in excess of forty (40) hours in the work week. The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. RIGHT TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

If the participating agency's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Supplier partner agrees to comply with the above requirements when applicable.

7. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of one hundred fifty thousand dollars ($150,000) must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, supplier partner agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

coretrust | Public Sector

8. DEBARMENT AND SUSPENSION

Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Supplier partner certifies that supplier partner is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier partner further agrees to immediately notify CoreTrust and all Participating Agencies with pending purchases or seeking to purchase from supplier partner if supplier partner is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9. BYRD ANTI-LOBBYING AMENDMENT

Byrd Anti-Lobbying Amendment (31 USC 1352) - Supplier partners that apply or bid for an award exceeding one hundred thousand dollars ($100,000) must file the required certification. Each tier certifies to the tier above that it shall not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, supplier partner agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Paul McArdle Respondent's **SIGNATURE**

10. PROCUREMENT OF RECOVERED MATERIALS

For participating agency purchases utilizing Federal funds, Supplier partner agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may be required to confirm estimates and otherwise comply. The requirements of Section 6002 includes procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds ten thousand dollars ($10,000) or the value of the quantity acquired during the preceding fiscal year exceeded ten thousand dollars ($10,000); procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11. PROFIT AS A SEPARATE ELEMENT OF PRICE

For purchases using Federal funds in excess of one hundred fifty thousand dollars ($150,000), a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.324(b). When required by a participating agency, supplier partner agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, supplier partner agrees that the total price, including profit, charged by supplier partner to the participating agency shall not exceed the awarded pricing, including any applicable discount, under supplier partner's Master Agreement.

12. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Supplier partner agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend, or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

13. DOMESTIC PREFERENCES FOR PROCUREMENTS

For participating agency purchases utilizing Federal funds, Respondent agrees to provide proof, where applicable, that the materials, including but not limited to, iron, aluminum, steel, cement, and other manufactured products are produced in the United States.

"**Produced in the United States**" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

"**Manufactured products**" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

14. GENERAL COMPLIANCE AND COOPERATION WITH PARTICIPATING AGENCIES

In addition to the foregoing specific requirements, supplier partner agrees, in accepting any purchase order from a Participating Agency, it shall make a good faith effort to work with Participating Agencies to provide such information and to satisfy such requirements as may apply to a particular participating agency purchase or purchases including without limitation applicable recordkeeping and record retention requirements.

15. APPLICABILITY TO SUBCONTRACTORS

Supplier partner agrees that all contracts it awards pursuant to the Master Agreement shall be bound by the foregoing terms and conditions.

By my signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

Paul McArdle	Signed by: Paul McArdle	2/3/2026
Printed Name of Representative	*Signature*	*Date*
Entegra Procurement Services, LLC	915 Meeting Street, Suite 1400, North Bethesda, MD 20852	
Company Name	*Address*	*DUNS No. (if applicable)*

SECTION D – NEW JERSEY BUSINESS COMPLIANCE

New Jersey Business Compliance – Limitation of Applicability

The New Jersey Business Compliance requirements and Attachments listed in this Section are included to ensure that the Contract can be used by New Jersey agencies in compliance with their state requirements. Their inclusion ensures that the Master Agreement may be lawfully promoted and used by New Jersey agencies.

To simplify administration, vendors are asked to complete the Attachments at the time of proposal submission. Completion in such cases is for administrative convenience only and shall not create any obligation in any state that does not permit or require such provisions.

These requirements are applicable only when a government agency located in New Jersey is acting as the procuring or Participating Agency. For all other Lead Agencies and Participating Agencies, the New Jersey requirements do not apply. Agencies outside of New Jersey are not required to complete or comply with these Attachments or statutory references as a condition of response, evaluation, or award.

The procurement laws of the Lead Agency and each Participating Agency shall govern, and any conflicting provisions in the New Jersey Business Compliance materials shall have no effect outside of New Jersey.

The inclusion of these New Jersey forms is necessary for New Jersey's participation but does not create obligations for Respondents outside New Jersey and shall have no effect on eligibility for award under this Solicitation, except where New Jersey itself is the procuring or Participating Agency.

Applicability of Attachment 3 – New Jersey Only

Attachment 3 – Affirmative Action Affidavit (P.L. 1975, c.127) is included solely to satisfy requirements under New Jersey law. This Attachment is applicable **only** to solicitations, contracts, or orders issued by government agencies located in New Jersey or other entities conducting procurements under New Jersey law.

In jurisdictions outside New Jersey, completion of Attachment 3 is subject to the laws of that jurisdiction. If a state or local government does not permit or require this type of affidavit, vendors are not obligated to submit it, and no adverse action will result from leaving it incomplete.

To simplify administration, vendors are asked to complete Attachment 3 at the time of proposal submission. Completion in jurisdictions that do not require it is for administrative convenience only and does not create any legal obligation.

For clarity, the inclusion of Attachment 3 does not create any obligation for vendors in Arkansas or in any other state that does not permit or require such provisions. Non-compliance with New Jersey's requirements shall have no effect on a vendor's eligibility for award or fulfillment of orders under this Solicitation, except where a government agency located in New Jersey is the procuring or Participating Agency.

[Attachments to Follow]

NEW JERSEY BUSINESS COMPLIANCE

Respondents intending to do business in the State of New Jersey shall comply with policies and procedures required by New Jersey statutes. All Respondents must complete and submit the following forms to meet the requirements of doing business in this state. Failure to comply shall affect the ability to promote the Master Agreement in the State of New Jersey as required hereunder.

INCLUDED IN PROPOSAL	ATTACHMENT	FORM
	Attachment 1	Ownership Disclosure Form
	Attachment 2	Non-Collusion Affidavit
	Attachment 3	Affirmative Action Affidavit
	Attachment 4	Political Contribution Disclosure Form
	Attachment 5	Stockholder Disclosure Certification
	Attachment 6	Certification of Non-Involvement in Prohibited Activities in Iran
	Attachment 7	New Jersey Business Registration Certificate
	Attachment 8	Certification of Non-Involvement in Prohibited Activities in Russia or Belarus

New Jersey vendors are required to comply with the following New Jersey statutes when applicable:

(1) All anti-discrimination laws, including those contained in N.J.S.A. 10:2-1 through N.J.S.A. 10:2-14, N.J.S.A. 10:5-1, and N.J.S.A. 10:5-31 through 10:5-38;

(2) Prevailing Wage Act, N.J.S.A. 34:11-56.26, for all contracts within the contemplation of the Act;

(3) Compliance with Public Works Contractor Registration Act, N.J.S.A. 34:11-56.26; and

(4) Bid and Performance Security, as required by the applicable municipal or state statutes.

[Attachments to Follow]

Ownership Disclosure

coretrust | Public Sector

ATTACHMENT 1 –OWNERSHIP DISCLOSURE FORM

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Entegra Procurement Services, LLC

Organization Address: 915 Meeting Street, Suite 1400, North Bethesda, MD 20852

Part I Check the box that represents the type of business organization:

☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
☐ For-Profit Corporation (any type) ☑ Limited Liability Company (LLC)
☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
☐ Other (be specific): _____

Part II

☑ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST BELOW IN THIS SECTION**)

OR

☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address
Sodexo Operations, LLC (100%)	915 Meeting Street, Suite 1400, North Bethesda, MD 20852

coretrust | Public Sector

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s
www.sodexo.com	

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address
Sodexo, Inc. (100%)	915 Meeting Street, Suite 1400, North Bethesda, MD 20852

Part IV CERTIFICATION

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **[New Jersey Government Entity]** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **[NJ Government Entity]** to notify the **[NJ Government Entity]** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **[NJ Government Entity]** to declare any contract(s) resulting from this certification void and unenforceable.

Affirmative Action Affidavit

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 3 – AFFIRMATIVE ACTION AFFIDAVIT
(P.L. 1975, c. 127)

Respondent Full Name:	Entegra Procurement Services, LLC
Respondent Address:	915 Meeting Street | Suite 1400 | North Bethesda, MD 20852

Proposal Certification: Indicate below your company's compliance with the New Jersey Affirmative Action regulations. Respondent's proposal shall be accepted even if not in compliance at this time. No contract and / or purchase order may be issued, however, until all Affirmative Action requirements are met.

Required Affirmative Action Documentation:
Respondent shall submit with its proposal:

(1) Letter of Federal Affirmative Action Plan Approval **OR**

(2) Certificate of Employee Information Report - (Sodexo, Inc. parent of Entegra)

OR

(3) Employee Information Report Form AA302

Public Work – Project Cost over $50,000:

(1) If Respondent has no approved Federal or New Jersey Affirmative Action Plan, Company shall complete New Jersey Form AA-201 upon award; or
(2) Respondent has a federal or New Jersey Affirmative Action Plan, and the certificate is enclosed.

I further certify the statements and information contained herein are complete and correct to the best of my knowledge and belief.

Signed by:
Paul McArdle

Authorized Signature

Paul McArdle

Printed Name

CEO Entegra North America

Title

2/3/2026

Date

coretrust | Public Sector

8. DEBARMENT AND SUSPENSION

Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Supplier partner certifies that supplier partner is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier partner further agrees to immediately notify CoreTrust and all Participating Agencies with pending purchases or seeking to purchase from supplier partner if supplier partner is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9. BYRD ANTI-LOBBYING AMENDMENT

Byrd Anti-Lobbying Amendment (31 USC 1352) - Supplier partners that apply or bid for an award exceeding one hundred thousand dollars ($100,000) must file the required certification. Each tier certifies to the tier above that it shall not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, supplier partner agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Paul McArdle Respondent's **SIGNATURE**

10. PROCUREMENT OF RECOVERED MATERIALS

For participating agency purchases utilizing Federal funds, Supplier partner agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may be required to confirm estimates and otherwise comply. The requirements of Section 6002 includes procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds ten thousand dollars ($10,000) or the value of the quantity acquired during the preceding fiscal year exceeded ten thousand dollars ($10,000); procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11. PROFIT AS A SEPARATE ELEMENT OF PRICE

For purchases using Federal funds in excess of one hundred fifty thousand dollars ($150,000), a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.324(b). When required by a participating agency, supplier partner agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, supplier partner agrees that the total price, including profit, charged by supplier partner to the participating agency shall not exceed the awarded pricing, including any applicable discount, under supplier partner's Master Agreement.

12. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Supplier partner agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend, or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

13. DOMESTIC PREFERENCES FOR PROCUREMENTS

For participating agency purchases utilizing Federal funds, Respondent agrees to provide proof, where applicable, that the materials, including but not limited to, iron, aluminum, steel, cement, and other manufactured products are produced in the United States.

"**Produced in the United States**" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

"**Manufactured products**" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

14. GENERAL COMPLIANCE AND COOPERATION WITH PARTICIPATING AGENCIES

In addition to the foregoing specific requirements, supplier partner agrees, in accepting any purchase order from a Participating Agency, it shall make a good faith effort to work with Participating Agencies to provide such information and to satisfy such requirements as may apply to a particular participating agency purchase or purchases including without limitation applicable recordkeeping and record retention requirements.

15. APPLICABILITY TO SUBCONTRACTORS

Supplier partner agrees that all contracts it awards pursuant to the Master Agreement shall be bound by the foregoing terms and conditions.

By my signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

Paul McArdle	Signed by: Paul McArdle	2/3/2026
Printed Name of Representative	*Signature*	*Date*
Entegra Procurement Services, LLC	915 Meeting Street, Suite 1400, North Bethesda, MD 20852	
Company Name	*Address*	*DUNS No. (if applicable)*

ATTACHMENT 4 – C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information is available in Local Finance Notice 2006-1 (https://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html).

1. The disclosure is required for all contracts in excess of $17,500 that are **not awarded** pursuant to a "fair and open" process (N.J.S.A. 19:44A-20.7).

2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission shall not be allowed.

3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.

4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This shall assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.

a) The Division has prepared model disclosure forms for each county. They can be downloaded from the "County PCD Forms" link on the Pay-to-Play web site at_https://www.state.nj.us/dca/divisions/dlgs/programs/pay_2_play.html. They shall be updated from time-to-time as necessary.

b) A public agency using these forms **should edit them to properly reflect the correct legislative district(s)**. As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**

c) Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.

d) The form may be used "as-is", subject to edits as described herein.

e) The "Contractor Instructions" sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.

f) The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.

5. It is recommended that the contractor also complete a "Stockholder Disclosure Certification." This shall assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. **NOTE: This section is not applicable to Boards of Education.**

ATTACHMENT 4 – C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency in the state of New Jersey that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
    - of the public entity awarding the contract;
    - of that county in which that public entity is located;
    - of another public entity within that county; or
    - of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county.

The disclosure must list reportable contributions to any of the committees that exceed $300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This shall assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

*N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

Political Contribution Disclosure

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 4 – C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant to N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Entegra Procurement Services, LLC		
Address:	915 Meeting Street, Suite 1400		
City:	North Bethesda	State: MD	Zip: 20852

The undersigned, being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature of Vendor	Printed Name	Title
Paul McArdle	Paul McArdle	CEO

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than $300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
Sodexo, Inc.	Elevate NJ	April 10, 2025	$ 3,600

☐ Check here if the information is continued on subsequent page(s).

ATTACHMENT 4

List of Agencies with Elected Officials Required for Political Contribution Disclosure

N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders	County Clerk	Sheriff
{County Executive}	Surrogate	

Municipalities (Mayor and members of governing body, regardless of title):

USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM THE PAY TO PLAY SECTION OF THE DLGS WEBSITE A COUNTY-BASED, CUSTOMIZABLE FORM.

Stockholder Disclosure

coretrust | Public Sector

ATTACHMENT 5 – STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Entegra Procurement Services, LLC

☑ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholders owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership ☐ Corporation ☐ Sole Proprietorship
☐ Limited Partnership ☑ Limited Liability Corporation ☐ Limited Liability Partnership
☐ Subchapter S Corporation

Sign and notarize the form below and, if necessary, complete the stockholder list below. Use more space as necessary.

Stockholders:

Name: Sodexo Operations, LLC (100%)
Home Address: 915 Meeting Street, Suite 1400
North Bethesda, MD 20852

Name:
Home Address:

Name:
Home Address:

Name:
Home Address:

Subscribed and sworn to before me this day *online notarization

February 3, 2026

Gregory Cecil Holland
Gregory Cecil Holland, Online Notary Public

My Commission expires May 6, 2029

Affiant

Paul McArdle
Type or print name of affiant under signature

Witness:
Martin Schellenberg
9950 Camberly Ct
Granite Bay, CA 95746

Paul McArdle appeared, signed electronically and presented his United Kingdom Passport for identification

Martin Schellenber appeared, signed electronically and presented his CA Driver's License for identification

GREGORY CECIL HOLLAND
Notary Public - State of Florida
Commission # HH 671173
My Comm. Expires May 6, 2029

This notarial act was an online notarization

ATTACHMENT 6 - CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN IRAN

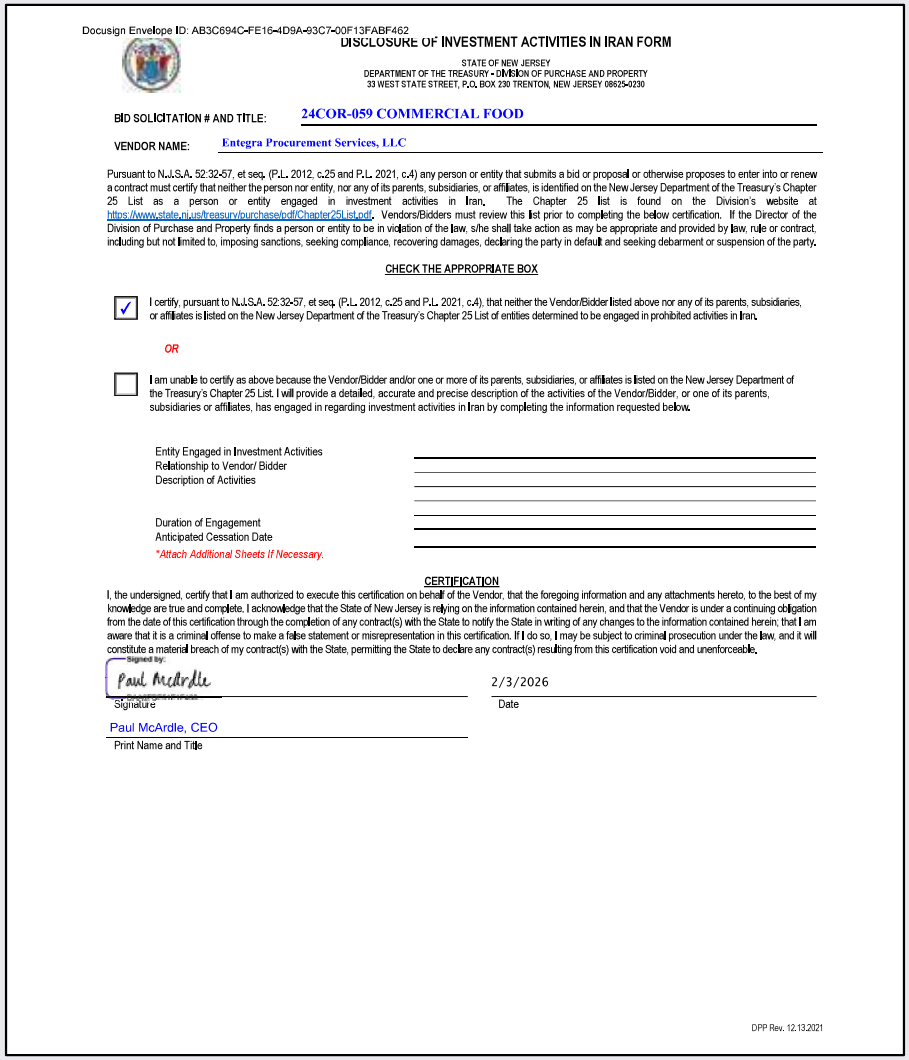
Pursuant to N.J.S.A. 52:32-58, Suppliers must certify that neither Supplier, nor any of its parents, subsidiaries, and/or affiliates (as defined in N.J.S.A. 52:32-56(e)(3)), is listed on the Department of Treasury's List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither is involved in any of the investment activities set forth in N.J.S.A. 52:32-56(f).

Suppliers wishing to do business in New Jersey through this contract must fill out the Certification of Non-Involvement in Prohibited Activities in Iran here:

https://www.nj.gov/treasury/purchase/forms/DisclosureofInvestmentActivitiesinIran.pdf

Suppliers should submit the above completed form as part of their proposal.

Disclosure of Investment Activities in Iran



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY • DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: 24COR-059 COMMERCIAL FOOD

VENDOR NAME: Entegra Procurement Services, LLC

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☑ I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐ I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signed by: Paul McArdle — 2/3/2026

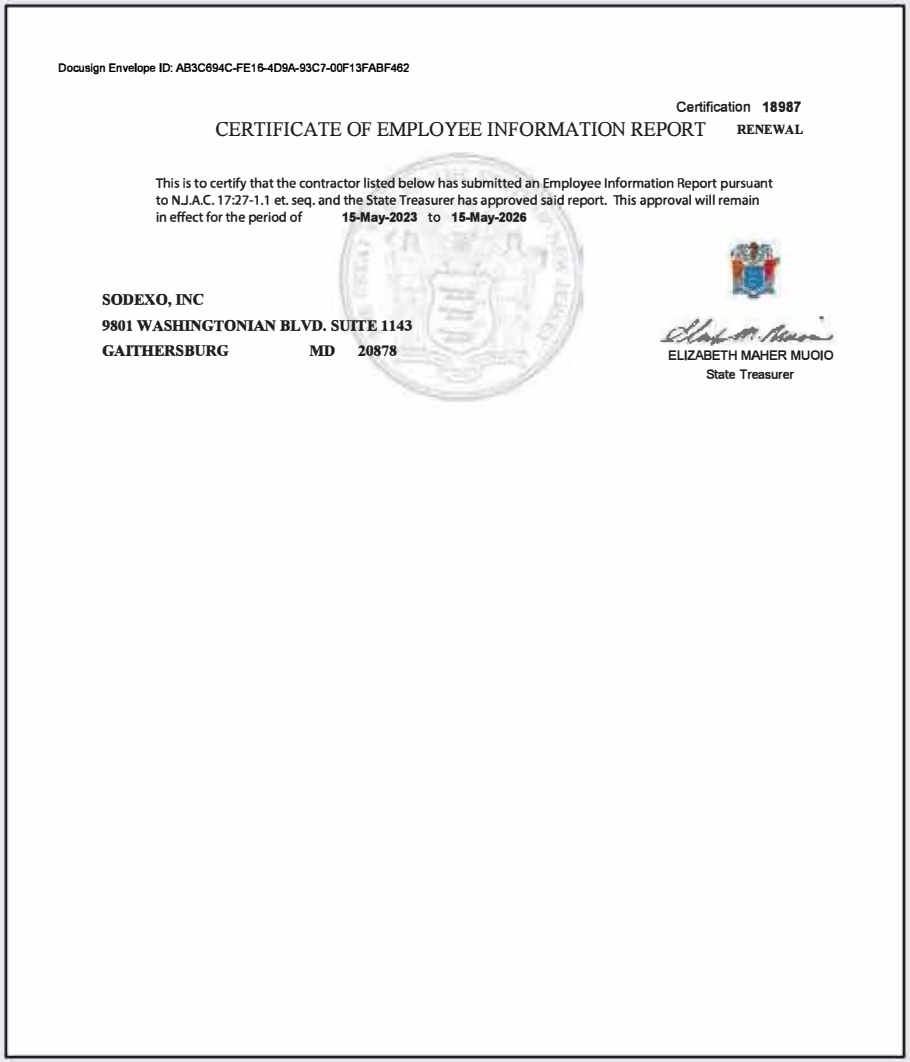
Signature — Date

Paul McArdle, CEO

Print Name and Title

DPP Rev. 12.13.2021

New Jersey Business Registration



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

Certification **18987**

CERTIFICATE OF EMPLOYEE INFORMATION REPORT **RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-May-2023** to **15-May-2026**

SODEXO, INC
9801 WASHINGTONIAN BLVD. SUITE 1143
GAITHERSBURG MD 20878

ELIZABETH MAHER MUOIO
State Treasurer

ATTACHMENT 7 – NEW JERSEY BUSINESS REGISTRATION CERTIFICATE
(N.J.S.A 52:32-44)

Suppliers wishing to do business in New Jersey must submit their State Division of Revenue issued Business Registration Certificate as part of their proposal. Failure to do so shall disqualify Supplier from offering products or services in New Jersey through any resulting contract.

State of NJ - Department of the Treasury - Division of Revenue Business Registration Certificate

ATTACHMENT 8 – CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: https://sanctionssearch.ofac.treas.gov/. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

☐ A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

☐ C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

_____

_____

_____

_____

_____

_____

(Attach Additional Sheets If Necessary.)

_____ _____

Company Name FEID Number

_____ _____

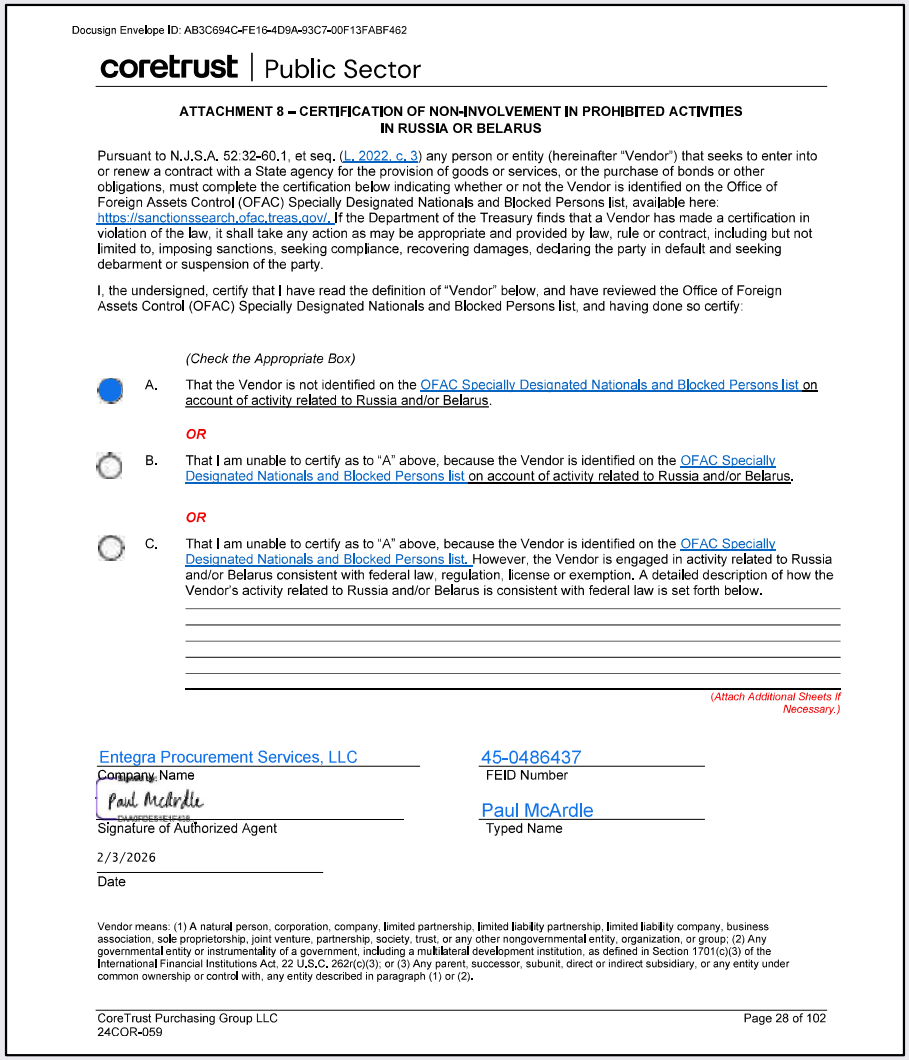
Signature of Authorized Agent Typed Name

_____

Date

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 8 – CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: https://sanctionssearch.ofac.treas.gov/. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

(●) A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

( ) B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

( ) C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets If Necessary.)

Entegra Procurement Services, LLC
Company Name

45-0486437
FEID Number

Paul McArdle
Signature of Authorized Agent

Paul McArdle
Typed Name

2/3/2026
Date

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

CoreTrust Purchasing Group LLC
24COR-059

Page 28 of 102

SECTION E – STATE NOTICE ADDENDUM

[Attachment to Follow]

STATE NOTICE ADDENDUM

Pursuant to certain state notice provisions, including but not limited to Oregon Revised Statutes Chapter 279A.220, the following public agencies and political subdivisions of the referenced public agencies are eligible to register with CoreTrust and access the Master Agreement made pursuant to this solicitation, and hereby given notice of the foregoing solicitation for purposes of complying with the procedural requirements of said statutes:

Nationwide:

State of Alabama	State of Hawaii	Commonwealth of Massachusetts	State of New Mexico	State of South Dakota
State of Alaska	State of Idaho	State of Michigan	State of New York	State of Tennessee
State of Arizona	State of Illinois	State of Minnesota	State of North Carolina	State of Texas
State of Arkansas	State of Indiana	State of Mississippi	State of North Dakota	State of Utah
State of California	State of Iowa	State of Missouri	State of Ohio	State of Vermont
State of Colorado	State of Kansas	State of Montana	State of Oklahoma	Commonwealth of Virginia
State of Connecticut	Commonwealth of Kentucky	State of Nebraska	State of Oregon	State of Washington
State of Delaware	State of Louisiana	State of Nevada	Commonwealth of Pennsylvania	State of West Virginia
State of Florida	State of Maine	State of New Hampshire	State of Rhode Island	State of Wisconsin
State of Georgia	State of Maryland	State of New Jersey	State of South Carolina	State of Wyoming
District of Columbia	Commonwealth of Puerto Rico			

Lists of political subdivisions, local governments, and tribal governments in the above referenced states / districts may be found at https://www.usa.gov/state-governments. Notwithstanding anything to the contrary herein, the aforementioned lists are not exhaustive; to the extent any new public agency, entity, or political subdivision is formed after the publication date of this solicitation, such new agency, entity, or subdivision shall be deemed contemplated hereunder.

[Remainder of page intentionally left blank.]

CITIES, TOWNS, VILLAGES, AND BOROUGHS INCLUDING BUT NOT LIMITED TO:

BAKER CITY GOLF COURSE, OR
CITY OF ADAIR VILLAGE, OR
CITY OF ASHLAND, OR
CITY OF AUMSVILLE, OR
CITY OF AURORA, OR
CITY OF BAKER, OR
CITY OF BATON ROUGE, LA
CITY OF BEAVERTON, OR
CITY OF BEND, OR
CITY OF BOARDMAN, OR
CITY OF BONANAZA, OR
CITY OF BOSSIER CITY, LA
CITY OF BROOKINGS, OR
CITY OF BURNS, OR
CITY OF CANBY, OR
CITY OF CANYONVILLE, OR
CITY OF CLATSKANIE, OR
CITY OF COBURG, OR
CITY OF CONDON, OR
CITY OF COQUILLE, OR
CITY OF CORVALLI, OR
CITY OF CORVALLIS PARKS AND RECREATION DEPT., OR
CITY OF COTTAGE GROVE, OR
CITY OF DONALD, OR
CITY OF EUGENE, OR
CITY OF FOREST GROVE, OR
CITY OF GOLD HILL, OR
CITY OF GRANTS PASS, OR
CITY OF GRESHAM, OR
CITY OF HILLSBORO, OR
CITY OF INDEPENDENCE, OR
CITY AND COUNTY OF HONOLULU, HI
CITY OF KENNER, LA
CITY OF LA GRANDE, OR
CITY OF LAFAYETTE, LA
CITY OF LAKE CHARLES, OR
CITY OF LEBANON, OR
CITY OF MCMINNVILLE, OR
CITY OF MEDFORD, OR
CITY OF METAIRIE, LA
CITY OF MILL CITY, OR
CITY OF MILWAUKIE, OR
CITY OF MONROE, LA
CITY OF MOSIER, OR
CITY OF NEW ORLEANS, LA
CITY OF NORTH PLAINS, OR
CITY OF OREGON CITY, OR
CITY OF PILOT ROCK, OR
CITY OF PORTLAND, OR
CITY OF POWERS, OR
CITY OF PRINEVILLE, OR
CITY OF REDMOND, OR
CITY OF REEDSPORT, OR
CITY OF RIDDLE, OR CITY OF ROGUE RIVER, OR
CITY OF ROSEBURG, OR
CITY OF SALEM, OR
CIT OF SANDY, OR
CITY OF SCAPPOOSE, OR
CITY OF SHADY COVE, OR
CITY OF SHERWOOD, OR
CITY OF SHREVEPORT, LA
CITY OF SILVERTON, OR
CITY OF SPRINGFIELD, OR
CITY OF ST. HELENS, OR
CITY OF ST. PAUL, OR
CITY OF SULPHUR, LA
CITY OF TIGARD, OR
CITY OF TROUTDALE, OR
CITY OF TUALATIN, OR
CITY OF WALKER, LA
CITY OF WARRENTON, OR
CITY OF WEST LINN, OR
CITY OF WILSONVILLE, OR
CITY OF WINSTON, OR
CITY OF WOODBURN, OR
LEAGUE OF OREGON CITES
THE CITY OF HAPPY VALLEY OREGON
ALPINE, UT
ALTA, UT
ALTAMONT, UT
ALTON, UT
AMALGA, UT
AMERICAN FORK CITY, UT
ANNABELLA, UT
ANTIMONY, UT
APPLE VALLEY, UT
AURORA, UT
BALLARD, UT
BEAR RIVER CITY, UT
BEAVER, UT
BICKNELL, UT
BIG WATER, UT
BLANDING, UT
BLUFFDALE, UT
BOULDER, UT
CITY OF BOUNTIFUL, UT
BRIAN HEAD, UT
BRIGHAM CITY CORPORATION, UT
BRYCE CANYON CITY, UT
CANNONVILLE, UT
CASTLE DALE, UT
CASTLE VALLEY, UT
CITY OF CEDAR CITY, UT
CEDAR FORT, UT
CITY OF CEDAR HILLS, UT
CENTERFIELD, UT
CENTERVILLE CITY CORPORATION, UT
CENTRAL VALLEY, UT
CHARLESTON, UT
CIRCLEVILLE, UT
CLARKSTON, UT
CLAWSON, UT
CLEARFIELD, UT
CLEVELAND, UT
CLINTON CITY CORPORATION, UT
COALVILLE, UT
CORINNE, UT
CORNISH, UT
COTTONWOOD HEIGHTS, UT
DANIEL, UT
DELTA, UT
DEWEYVILLE, UT
DRAPER CITY, UT
DUCHESNE, UT
EAGLE MOUNTAIN, UT
EAST CARBON, UT
ELK RIDGE, UT
ELMO, UT
ELSINORE, UT
ELWOOD, UT
EMERY, UT
ENOCH, UT
ENTERPRISE, UT
EPHRAIM, UT
ESCALANTE, UT
EUREKA, UT
FAIRFIELD, UT
FAIRVIEW, UT
FARMINGTON, UT
FARR WEST, UT
FAYETTE, UT
FERRON, UT
FIELDING, UT
FILLMORE, UT
FOUNTAIN GREEN, UT
FRANCIS, UT
FRUIT HEIGHTS, UT
GARDEN CITY, UT
GARLAND, UT
GENOLA, UT
GLENDALE, UT
GLENWOOD, UT
GOSHEN, UT
GRANTSVILLE, UT
GREEN RIVER, UT
GUNNISON, UT
HANKSVILLE, UT
HARRISVILLE, UT
HATCH, UT
HEBER CITY CORPORATION, UT
HELPER, UT
HENEFER, UT
HENRIEVILLE, UT
HERRIMAN, UT
HIDEOUT, UT
HIGHLAND, UT
HILDALE, UT
HINCKLEY, UT
HOLDEN, UT
HOLLADAY, UT

HONEYVILLE, UT
HOOPER, UT
HOWELL, UT
HUNTINGTON, UT
HUNTSVILLE, UT
CITY OF HURRICANE, UT
HYDE PARK, UT
HYRUM, UT
INDEPENDENCE, UT
IVINS, UT
JOSEPH, UT
JUNCTION, UT
KAMAS, UT
KANAB, UT
KANARRAVILLE, UT
KANOSH, UT
KAYSVILLE, UT
KINGSTON, UT
KOOSHAREM, UT
LAKETOWN, UT
LA VERKIN, UT
LAYTON, UT
LEAMINGTON, UT
LEEDS, UT
LEHI CITY CORPORATION, UT
LEVAN, UT
LEWISTON, UT
LINDON, UT
LOA, UT
LOGAN CITY, UT
LYMAN, UT
LYNNDYL, UT
MANILA, UT
MANTI, UT
MANTUA, UT
MAPLETON, UT
MARRIOTT-SLATERVILLE, UT
MARYSVALE, UT
MAYFIELD, UT
MEADOW, UT
MENDON, UT
MIDVALE CITY INC., UT
MIDWAY, UT
MILFORD, UT
MILLVILLE, UT
MINERSVILLE, UT
MOAB, UT
MONA, UT
MONROE, UT
CITY OF MONTICELLO, UT
MORGAN, UT
MORONI, UT
MOUNT PLEASANT, UT
MURRAY CITY CORPORATION, UT
MYTON, UT
NAPLES, UT
NEPHI, UT
NEW HARMONY, UT
NEWTON, UT
NIBLEY, UT
NORTH LOGAN, UT
NORTH OGDEN, UT
NORTH SALT LAKE CITY, UT
OAK CITY, UT
OAKLEY, UT
OGDEN CITY CORPORATION, UT
OPHIR, UT
ORANGEVILLE, UT
ORDERVILLE, UT
OREM, UT
PANGUITCH, UT
PARADISE, UT
PARAGONAH, UT
PARK CITY, UT
PAROWAN, UT
PAYSON, UT
PERRY, UT
PLAIN CITY, UT
PLEASANT GROVE CITY, UT
PLEASANT VIEW, UT
PLYMOUTH, UT
PORTAGE, UT
PRICE, UT
PROVIDENCE, UT
PROVO, UT
RANDOLPH, UT
REDMOND, UT
RICHFIELD, UT
RICHMOND, UT
RIVERDALE, UT
RIVER HEIGHTS, UT
RIVERTON CITY, UT
ROCKVILLE, UT
ROCKY RIDGE, UT
ROOSEVELT CITY CORPORATION, UT
ROY, UT
RUSH VALLEY, UT
CITY OF ST. GEORGE, UT
SALEM, UT
SALINA, UT
SALT LAKE CITY CORPORATION, UT
SANDY, UT
SANTA CLARA, UT
SANTAQUIN, UT
SARATOGA SPRINGS, UT
SCIPIO, UT
SCOFIELD, UT
SIGURD, UT
SMITHFIELD, UT
SNOWVILLE, UT
CITY OF SOUTH JORDAN, UT
SOUTH OGDEN, UT
CITY OF SOUTH SALT LAKE, UT
SOUTH WEBER, UT
SPANISH FORK, UT
SPRING CITY, UT
SPRINGDALE, UT
SPRINGVILLE, UT
STERLING, UT
STOCKTON, UT
SUNNYSIDE, UT
SUNSET CITY CORP, UT
SYRACUSE, UT
TABIONA, UT
CITY OF TAYLORSVILLE, UT
TOOELE CITY CORPORATION, UT
TOQUERVILLE, UT
TORREY, UT
TREMONTON CITY, UT
TRENTON, UT
TROPIC, UT
UINTAH, UT
VERNAL CITY, UT
VERNON, UT
VINEYARD, UT
VIRGIN, UT
WALES, UT
WALLSBURG, UT
WASHINGTON CITY, UT
WASHINGTON TERRACE, UT
WELLINGTON, UT
WELLSVILLE, UT
WENDOVER, UT
WEST BOUNTIFUL, UT
WEST HAVEN, UT
WEST JORDAN, UT
WEST POINT, UT
WEST VALLEY CITY, UT
WILLARD, UT
WOODLAND HILLS, UT
WOODRUFF, UT
WOODS CROSS, UT

COUNTIES AND PARISHES INCLUDING BUT NOT LIMITED TO:

ASCENSION PARISH, LA
ASCENSION PARISH, LA, CLEAR OF COURT
CADDO PARISH, LA
CALCASIEU PARISH, LA
CALCASIEU PARISH SHERIFF'S OFFICE, LA
CITY AND COUNTY OF HONOLULU, HI
CLACKAMAS COUNTY, OR
CLACKAMAS COUNTY DEPT OF TRANSPORTATION, OR
CLATSOP COUNTY, OR
COLUMBIA COUNTY, OR
COOS COUNTY, OR
COOS COUNTY HIGHWAY DEPARTMENT, OR
COUNTY OF HAWAII, OR
CROOK COUNTY, OR
CROOK COUNTY ROAD DEPARTMENT, OR
CURRY COUNTY, OR
DESCHUTES COUNTY, OR

DOUGLAS COUNTY, OR
EAST BATON ROUGE PARISH, LA
GILLIAM COUNTY, OR
GRANT COUNTY, OR
HARNEY COUNTY, OR
HARNEY COUNTY SHERIFFS OFFICE, OR
HAWAII COUNTY, HI
HOOD RIVER COUNTY, OR
JACKSON COUNTY, OR
JEFFERSON COUNTY, OR
JEFFERSON PARISH, LA
JOSEPHINE COUNTY GOVERNMENT, OR
LAFAYETTE CONSOLIDATED GOVERNMENT, LA
LAFAYETTE PARISH, LA
LAFAYETTE PARISH CONVENTION & VISITORS COMMISSION
LAFOURCHE PARISH, LA
KAUAI COUNTY, HI
KLAMATH COUNTY, OR
LAKE COUNTY, OR
LANE COUNTY, OR
LINCOLN COUNTY, OR
LINN COUNTY, OR
LIVINGSTON PARISH, LA
MALHEUR COUNTY, OR
MAUI COUNTY, HI
MARION COUNTY, SALEM, OR
MORROW COUNTY, OR
MULTNOMAH COUNTY, OR
MULTNOMAH COUNTY BUSINESS AND COMMUNITY SERVICES, OR
MULTNOMAH COUNTY SHERIFFS OFFICE, OR
MULTNOMAH LAW LIBRARY, OR
ORLEANS PARISH, LA
PLAQUEMINES PARISH, LA
POLK COUNTY, OR
RAPIDES PARISH, LA
SAINT CHARLES PARISH, LA
SAINT CHARLES PARISH PUBLIC SCHOOLS, LA
SAINT LANDRY PARISH, LA
SAINT TAMMANY PARISH, LA
SHERMAN COUNTY, OR
TERREBONNE PARISH, LA
TILLAMOOK COUNTY, OR
TILLAMOOK COUNTY SHERIFF'S OFFICE, OR
TILLAMOOK COUNTY GENERAL HOSPITAL, OR
UMATILLA COUNTY, OR
UNION COUNTY, OR
WALLOWA COUNTY, OR
WASCO COUNTY, OR
WASHINGTON COUNTY, OR
WEST BATON ROUGE PARISH, LA
WHEELER COUNTY, OR
YAMHILL COUNTY, OR
COUNTY OF BOX ELDER, UT
COUNTY OF CACHE, UT
COUNTY OF RICH, UT
COUNTY OF WEBER, UT
COUNTY OF MORGAN, UT
COUNTY OF DAVIS, UT
COUNTY OF SUMMIT, UT
COUNTY OF DAGGETT, UT
COUNTY OF SALT LAKE, UT
COUNTY OF TOOELE, UT
COUNTY OF UTAH, UT
COUNTY OF WASATCH, UT
COUNTY OF DUCHESNE, UT
COUNTY OF UINTAH, UT
COUNTY OF CARBON, UT
COUNTY OF SANPETE, UT
COUNTY OF JUAB, UT
COUNTY OF MILLARD, UT
COUNTY OF SEVIER, UT
COUNTY OF EMERY, UT
COUNTY OF GRAND, UT
COUNTY OF BEVER, UT
COUNTY OF PIUTE, UT
COUNTY OF WAYNE, UT
COUNTY OF SAN JUAN, UT
COUNTY OF GARFIELD, UT
COUNTY OF KANE, UT
COUNTY OF IRON, UT
COUNTY OF WASHINGTON, UT

OTHER AGENCIES INCLUDING ASSOCIATIONS, BOARDS, DISTRICTS, COMMISSIONS, COUNCILS, PUBLIC CORPORATIONS, PUBLIC DEVELOPMENT AUTHORITIES, RESERVATIONS AND UTILITIES INCLUDING BUT NOT LIMITED TO:

BANKS FIRE DISTRICT, OR
BATON ROUGE WATER COMPANY
BEND METRO PARK AND RECREATION DISTRICT
BIENVILLE PARISH FIRE PROTECTION DISTRICT 6, LA
BOARDMAN PARK AND RECREATION DISTRICT
CENTRAL CITY ECONOMIC OPPORTUNITY CORP, LA
CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
CITY OF BOGALUSA SCHOOL BOARD, LA
CLACKAMAS RIVER WATER
CLATSKANIE PEOPLE'S UTILITY DISTRICT CLEAN WATER SERVICES
CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION
COOS FOREST PROTECTIVE ASSOCIATION
CHEHALEM PARK AND RECREATION DISTRICT
DAVID CROCKETT STEAM FIRE COMPANY #1, LA
EUGENE WATER AND ELECTRIC BOARD
HONOLULU INTERNATIONAL AIRPORT
HOODLAND FIRE DISTRICT #74
HOUSING AUTHORITY OF PORTLAND
ILLINOIS VALLEY FIRE DISTRICT
LAFAYETTE AIRPORT COMMISSION, LA
LAFOURCHE PARISH HEALTH UNIT – DHH-OPH REGION 3
LOUISIANA PUBLIC SERVICE COMMISSION, LA
LOUISIANA WATER WORKS
MEDFORD WATER COMMISSION
MELHEUR COUNTY JAIL, OR
METRO REGIONAL GOVERNMENT
METRO REGIONAL PARKS
METROPOLITAN EXPOSITION RECREATION COMMISSION
METROPOLITAN SERVICE DISTRICT (METRO)
MULTNOMAH EDUCATION SERVICE DISTRICT
NEW ORLEANS REDEVELOPMENT AUTHORITY, LA
NORTHEAST OREGON HOUSING AUTHORITY, OR
PORT OF BRANDON, OR
PORT OF MORGAN CITY, LA
PORTLAND DEVELOPMENT COMMISSION, OR
PORTLAND FIRE AND RESCUE
PORTLAND HOUSING CENTER, OR
OREGON COAST COMMUNITY ACTION
OREGON HOUSING AND COMMUNITY SERVICES

OREGON LEGISLATIVE ADMINISTRATION
ROGUE VALLEY SEWER, OR
SAINT LANDRY PARISH TOURIST COMMISSION
SAINT MARY PARISH REC DISTRICT 2
SAINT MARY PARISH REC DISTRICT 3
SAINT TAMMANY FIRE DISTRICT 4, LA
SALEM MASS TRANSIT DISTRICT
SEWERAGE AND WATER BOARD OF NEW ORLEANS, LA
SOUTH LAFOURCHE LEVEE DISTRICT, LA
TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON
TUALATIN HILLS PARK & RECREATION DISTRICT
TUALATIN VALLEY FIRE & RESCUE
TUALATIN VALLEY WATER DISTRICT
WILLAMALANE PARK AND RECREATION DISTRICT
WILLAMETTE HUMANE SOCIETY

K-12 INCLUDING BUT NOT LIMITED TO:

ACADIA PARISH SCHOOL BOARD
BEAVERTON SCHOOL DISTRICT
BEND-LA PINE SCHOOL DISTRICT
BOGALUSA HIGH SCHOOL, LA
BOSSIER PARISH SCHOOL BOARD
BROOKING HARBOR SCHOOL DISTRICT
CADDO PARISH SCHOOL DISTRICT
CALCASIEU PARISH SCHOOL DISTRICT
CANBY SCHOOL DISTRICT
CANYONVILLE CHRISTIAN ACADEMY
CASCADE SCHOOL DISTRICT
CASCADES ACADEMY OF CENTRAL OREGON
CENTENNIAL SCHOOL DISTRICT
CENTRAL CATHOLIC HIGH SCHOOL
CENTRAL POINT SCHOOL DISTRICT NO.6
CENTRAL SCHOOL DISTRICT 13J
COOS BAY SCHOOL DISTRICT NO.9
CORVALLIS SCHOOL DISTRICT 509J
COUNTY OF YAMHILL SCHOOL DISTRICT 29
CULVER SCHOOL DISTRICT
DALLAS SCHOOL DISTRICT NO.2
DAVID DOUGLAS SCHOOL DISTRICT
DAYTON SCHOOL DISTRICT NO.8
DE LA SALLE N CATHOLIC HS
DESCHUTES COUNTY SCHOOL DISTRICT NO.6
DOUGLAS EDUCATIONAL DISTRICT SERVICE
DUFUR SCHOOL DISTRICT NO.29
EAST BATON ROUGE PARISH SCHOOL DISTRICT
ESTACADA SCHOOL DISTRICT NO.10B
FOREST GROVE SCHOOL DISTRICT
GEORGE MIDDLE SCHOOL
GLADSTONE SCHOOL DISTRICT
GRANTS PASS SCHOOL DISTRICT 7
GREATER ALBANY PUBLIC SCHOOL DISTRICT
GRESHAM BARLOW JOINT SCHOOL DISTRICT
HEAD START OF LANE COUNTY
HIGH DESERT EDUCATION SERVICE DISTRICT
HILLSBORO SCHOOL DISTRICT
HOOD RIVER COUNTY SCHOOL DISTRICT
JACKSON CO SCHOOL DIST NO.9
JEFFERSON COUNTY SCHOOL DISTRICT 509-J
JEFFERSON PARISH SCHOOL DISTRICT
JEFFERSON SCHOOL DISTRICT
JUNCTION CITY SCHOOLS, OR
KLAMATH COUNTY SCHOOL DISTRICT
KLAMATH FALLS CITY SCHOOLS
LAFAYETTE PARISH SCHOOL DISTRICT
LAKE OSWEGO SCHOOL DISTRICT 7J
LANE COUNTY SCHOOL DISTRICT 4J
LINCOLN COUNTY SCHOOL DISTRICT
LINN CO. SCHOOL DIST. 95C
LIVINGSTON PARISH SCHOOL DISTRICT
LOST RIVER JR/SR HIGH SCHOOL
LOWELL SCHOOL DISTRICT NO.71
MARION COUNTY SCHOOL DISTRICT
MARION COUNTY SCHOOL DISTRICT 103
MARIST HIGH SCHOOL, OR
MCMINNVILLE SCHOOL DISTRICT NOAO
MEDFORD SCHOOL DISTRICT 549C
MITCH CHARTER SCHOOL
MONROE SCHOOL DISTRICT NO.1J
MORROW COUNTY SCHOOL DIST, OR
MULTNOMAH EDUCATION SERVICE DISTRICT
MULTISENSORY LEARNING ACADEMY
MYRTLE PINT SCHOOL DISTRICT 41
NEAH-KAH-NIE DISTRICT NO.56
NEWBERG PUBLIC SCHOOLS
NESTUCCA VALLEY SCHOOL DISTRICT NO.101
NOBEL LEARNING COMMUNITIES
NORTH BEND SCHOOL DISTRICT 13
NORTH CLACKAMAS SCHOOL DISTRICT
NORTH DOUGLAS SCHOOL DISTRICT
NORTH WASCO CITY SCHOOL DISTRICT 21
NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT
ONTARIO MIDDLE SCHOOL
OREGON TRAIL SCHOOL DISTRICT NOA6
ORLEANS PARISH SCHOOL DISTRICT
PHOENIX-TALENT SCHOOL DISTRICT NOA
PLEASANT HILL SCHOOL DISTRICT

PORTLAND JEWISH ACADEMY
PORTLAND PUBLIC SCHOOLS
RAPIDES PARISH SCHOOL DISTRICT
REDMOND SCHOOL DISTRICT
REYNOLDS SCHOOL DISTRICT
ROGUE RIVER SCHOOL DISTRICT
ROSEBURG PUBLIC SCHOOLS
SCAPPOOSE SCHOOL DISTRICT 1J
SAINT TAMMANY PARISH SCHOOL BOARD, LA
SEASIDE SCHOOL DISTRICT 10
SHERWOOD SCHOOL DISTRICT 88J
SILVER FALLS SCHOOL DISTRICT 4J
SOUTH LANE SCHOOL DISTRICT 45J3
SOUTHERN OREGON EDUCATION SERVICE DISTRICT
SPRINGFIELD PUBLIC SCHOOLS
SUTHERLIN SCHOOL DISTRICT
SWEET HOME SCHOOL DISTRICT NO.55
TERREBONNE PARISH SCHOOL DISTRICT
THE CATLIN GABEL SCHOOL
TIGARD-TUALATIN SCHOOL DISTRICT
UMATILLA MORROW ESD
WEST LINN WILSONVILLE SCHOOL DISTRICT
WILLAMETTE EDUCATION SERVICE DISTRICT
WOODBURN SCHOOL DISTRICT
YONCALLA SCHOOL DISTRICT
ACADEMY FOR MATH ENGINEERING & SCIENCE (AMES), UT
ALIANZA ACADEMY, UT
ALPINE DISTRICT, UT
AMERICAN LEADERSHIP ACADEMY, UT
AMERICAN PREPARATORY ACADEMY, UT
BAER CANYON HIGH SCHOOL FOR SPORTS & MEDICAL SCIENCES, UT
BEAR RIVER CHARTER SCHOOL, UT
BEAVER SCHOOL DISTRICT, UT
BEEHIVE SCIENCE & TECHNOLOGY ACADEMY (BSTA), UT
BOX ELDER SCHOOL DISTRICT, UT
CBA CENTER, UT
CACHE SCHOOL DISTRICT, UT
CANYON RIM ACADEMY, UT
CANYONS DISTRICT, UT
CARBON SCHOOL DISTRICT, UT
CHANNING HALL, UT
CHARTER SCHOOL LEWIS ACADEMY, UT
CITY ACADEMY, UT
DAGGETT SCHOOL DISTRICT, UT
DAVINCI ACADEMY, UT
DAVIS DISTRICT, UT
DUAL IMMERSION ACADEMY, UT
DUCHESNE SCHOOL DISTRICT, UT
EARLY LIGHT ACADEMY AT DAYBREAK, UT
EAST HOLLYWOOD HIGH, UT
EDITH BOWEN LABORATORY SCHOOL, UT
EMERSON ALCOTT ACADEMY, UT
EMERY SCHOOL DISTRICT, UT
ENTHEOS ACADEMY, UT
EXCELSIOR ACADEMY, UT
FAST FORWARD HIGH, UT
FREEDOM ACADEMY, UT
GARFIELD SCHOOL DISTRICT, UT
GATEWAY PREPARATORY ACADEMY, UT
GEORGE WASHINGTON ACADEMY, UT
GOOD FOUNDATION ACADEMY, UT
GRAND SCHOOL DISTRICT, UT
GRANITE DISTRICT, UT
GUADALUPE SCHOOL, UT
HAWTHORN ACADEMY, UT
INTECH COLLEGIATE HIGH SCHOOL, UT
IRON SCHOOL DISTRICT, UT
ITINERIS EARLY COLLEGE HIGH, UT
JOHN HANCOCK CHARTER SCHOOL, UT
JORDAN DISTRICT, UT
JUAB SCHOOL DISTRICT, UT
KANE SCHOOL DISTRICT, UT
KARL G MAESER PREPARATORY ACADEMY, UT
LAKEVIEW ACADEMY, UT
LEGACY PREPARATORY ACADEMY, UT
LIBERTY ACADEMY, UT
LINCOLN ACADEMY, UT
LOGAN SCHOOL DISTRICT, UT
MARIA MONTESSORI ACADEMY, UT
MERIT COLLEGE PREPARATORY ACADEMY, UT
MILLARD SCHOOL DISTRICT, UT
MOAB CHARTER SCHOOL, UT
MONTICELLO ACADEMY, UT
MORGAN SCHOOL DISTRICT, UT
MOUNTAINVILLE ACADEMY, UT
MURRAY SCHOOL DISTRICT, UT
NAVIGATOR POINTE ACADEMY, UT
NEBO SCHOOL DISTRICT, UT
NO UT ACAD FOR MATH ENGINEERING & SCIENCE (NUAMES),UT
NOAH WEBSTER ACADEMY, UT
NORTH DAVIS PREPARATORY ACADEMY, UT
NORTH SANPETE SCHOOL DISTRICT, UT
NORTH STAR ACADEMY, UT
NORTH SUMMIT SCHOOL DISTRICT, UT
ODYSSEY CHARTER SCHOOL, UT
OGDEN PREPARATORY ACADEMY, UT
OGDEN SCHOOL DISTRICT, UT
OPEN CLASSROOM, UT
OPEN HIGH SCHOOL OF UTAH, UT
OQUIRRH MOUNTAIN CHARTER SCHOOL, UT
PARADIGM HIGH SCHOOL, UT
PARK CITY SCHOOL DISTRICT, UT
PINNACLE CANYON ACADEMY, UT

PIUTE SCHOOL DISTRICT, UT
PROVIDENCE HALL, UT
PROVO SCHOOL DISTRICT, UT
QUAIL RUN PRIMARY SCHOOL, UT
QUEST ACADEMY, UT
RANCHES ACADEMY, UT
REAGAN ACADEMY, UT
RENAISSANCE ACADEMY, UT
RICH SCHOOL DISTRICT, UT
ROCKWELL CHARTER HIGH SCHOOL, UT
SALT LAKE ARTS ACADEMY, UT
SALT LAKE CENTER FOR SCIENCE EDUCATION, UT
SALT LAKE SCHOOL DISTRICT, UT
SALT LAKE SCHOOL FOR THE PERFORMING ARTS, UT
SAN JUAN SCHOOL DISTRICT, UT
SEVIER SCHOOL DISTRICT, UT
SOLDIER HOLLOW CHARTER SCHOOL, UT
SOUTH SANPETE SCHOOL DISTRICT, UT
SOUTH SUMMIT SCHOOL DISTRICT, UT
SPECTRUM ACADEMY, UT
SUCCESS ACADEMY, UT
SUCCESS SCHOOL, UT
SUMMIT ACADEMY, UT
SUMMIT ACADEMY HIGH SCHOOL, UT
SYRACUSE ARTS ACADEMY, UT
THOMAS EDISON - NORTH, UT
TIMPANOGOS ACADEMY, UT
TINTIC SCHOOL DISTRICT, UT
TOOELE SCHOOL DISTRICT, UT
TUACAHN HIGH SCHOOL FOR THE PERFORMING ARTS, UT
UINTAH RIVER HIGH, UT
UINTAH SCHOOL DISTRICT, UT
UTAH CONNECTIONS ACADEMY, UT
UTAH COUNTY ACADEMY OF SCIENCE, UT
UTAH ELECTRONIC HIGH SCHOOL, UT
UTAH SCHOOLS FOR DEAF & BLIND, UT
UTAH STATE OFFICE OF EDUCATION, UT
UTAH VIRTUAL ACADEMY, UT
VENTURE ACADEMY, UT
VISTA AT ENTRADA SCHOOL OF PERFORMING ARTS AND TECHNOLOGY, UT
WALDEN SCHOOL OF LIBERAL ARTS, UT
WASATCH PEAK ACADEMY, UT
WASATCH SCHOOL DISTRICT, UT
WASHINGTON SCHOOL DISTRICT, UT
WAYNE SCHOOL DISTRICT, UT
WEBER SCHOOL DISTRICT, UT
WEILENMANN SCHOOL OF DISCOVERY, UT

HIGHER EDUCATION INCLUDING, BUT NOT LIMITED TO:

ARGOSY UNIVERSITY
BATON ROUGE COMMUNITY COLLEGE, LA
BIRTHINGWAY COLLEGE OF MIDWIFERY
BLUE MOUNTAIN COMMUNITY COLLEGE
BRIGHAM YOUNG UNIVERSITY - HAWAII
CENTRAL OREGON COMMUNITY COLLEGE
CENTENARY COLLEGE OF LOUISIANA
CHEMEKETA COMMUNITY COLLEGE
CLACKAMAS COMMUNITY COLLEGE
COLLEGE OF THE MARSHALL ISLANDS
COLUMBIA GORGE COMMUNITY COLLEGE
CONCORDIA UNIVERSITY
GEORGE FOX UNIVERSITY
KLAMATH COMMUNITY COLLEGE DISTRICT
LANE COMMUNITY COLLEGE
LEWIS AND CLARK COLLEGE
LINFIELD COLLEGE
LINN-BENTON COMMUNITY COLLEGE
LOUISIANA COLLEGE, LA
LOUISIANA STATE UNIVERSITY
LOUISIANA STATE UNIVERSITY HEALTH SERVICES
MARYLHURST UNIVERSITY
MT. HOOD COMMUNITY COLLEGE
MULTNOMAH BIBLE COLLEGE
NATIONAL COLLEGE OF NATURAL MEDICINE
NORTHWEST CHRISTIAN COLLEGE
OREGON HEALTH AND SCIENCE UNIVERSITY
OREGON INSTITUTE OF TECHNOLOGY
OREGON STATE UNIVERSITY
OREGON UNIVERSITY SYSTEM
PACIFIC UNIVERSITY
PIONEER PACIFIC COLLEGE
PORTLAND COMMUNITY COLLEGE
PORTLAND STATE UNIVERSITY
REED COLLEGE
RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII
ROGUE COMMUNITY COLLEGE
SOUTHEASTERN LOUISIANA UNIVERSITY
SOUTHERN OREGON UNIVERSITY (OREGON UNIVERSITY SYSTEM)
SOUTHWESTERN OREGON COMMUNITY COLLEGE
TULANE UNIVERSITY
TILLAMOOK BAY COMMUNITY COLLEGE
UMPQUA COMMUNITY COLLEGE
UNIVERSITY OF HAWAII BOARD OF REGENTS
UNIVERSITY OF HAWAII-HONOLULU COMMUNITY COLLEGE
UNIVERSITY OF OREGON-GRADUATE SCHOOL
UNIVERSITY OF PORTLAND
UNIVERSITY OF NEW ORLEANS
WESTERN OREGON UNIVERSITY
WESTERN STATES CHIROPRACTIC COLLEGE
WILLAMETTE UNIVERSITY
XAVIER UNIVERSITY
UTAH SYSTEM OF HIGHER EDUCATION, UT
UNIVERSITY OF UTAH, UT
UTAH STATE UNIVERSITY, UT

WEBER STATE UNIVERSITY, UT
SOUTHERN UTAH UNIVERSITY, UT
SNOW COLLEGE, UT
DIXIE STATE COLLEGE, UT
COLLEGE OF EASTERN UTAH, UT
UTAH VALLEY UNIVERSITY, UT
SALT LAKE COMMUNITY COLLEGE, UT
UTAH COLLEGE OF APPLIED TECHNOLOGY, UT

STATE AGENCIES INCLUDING BUT NOT LIMITED TO:
ADMIN. SERVICES OFFICE
BOARD OF MEDICAL EXAMINERS
HAWAII CHILD SUPPORT ENFORCEMENT AGENCY
HAWAII DEPARTMENT OF TRANSPORTATION
STATE OF UTAH
HAWAII HEALTH SYSTEMS CORPORATION
OFFICE OF MEDICAL ASSISTANCE PROGRAMS
OFFICE OF THE STATE TREASURER
OREGON BOARD OF ARCHITECTS
OREGON CHILD DEVELOPMENT COALITION
OREGON DEPARTMENT OF EDUCATION
OREGON DEPARTMENT OF FORESTRY
OREGON DEPT OF TRANSPORTATION
OREGON DEPT. OF EDUCATION
OREGON LOTTERY
OREGON OFFICE OF ENERGY
OREGON STATE BOARD OF NURSING
OREGON STATE DEPT OF CORRECTIONS
OREGON STATE POLICE
OREGON TOURISM COMMISSION
OREGON TRAVEL INFORMATION COUNCIL
SANTIAM CANYON COMMUNICATION CENTER
SEIU LOCAL 503, OPEU
SOH- JUDICIARY CONTRACTS AND PURCH
STATE DEPARTMENT OF DEFENSE, STATE OF HAWAII
STATE OF HAWAII
STATE OF HAWAII, DEPT. OF EDUCATION
STATE OF LOUISIANA
STATE OF LOUISIANA DEPT. OF EDUCATION
STATE OF LOUISIANA, 26TH JUDICIAL DISTRICT ATTORNEY

APPENDIX B – BEST VALUE SOLICITATION

SECTION F – BACKGROUND & SCOPE

1. INTRODUCTION

Nationwide Cooperative Contract for Commercial Foods

Lead Agency: The Town of Delight, Arkansas

The Town of Delight, serving as the Lead Agency in partnership with CoreTrust Purchasing Group, is issuing this solicitation for commercial food on behalf of a nationwide cooperative purchasing contract. This solicitation is a Best Value RFP, meaning proposals will be evaluated not solely on cost but on the overall value, including quality, technical capability, past performance, and the ability to meet cooperative contract needs.

The selected Supplier must provide a scalable, innovative solution that meets the needs of various participating agencies, including municipalities, counties, school districts, and political subdivisions.

This RFP seeks proposals that address the requirements of this cooperative agreement, demonstrate experience with similar contracts, and offer competitive, transparent pricing for all agencies. Proposals must clearly describe the solution's capabilities, scalability, and cooperative contract support services. Each response should explain how the Supplier will align its solution with CoreTrust Public Sector standards for national cooperative contracts while ensuring compliance with applicable state and local procurement laws.

At the time of this solicitation, the number of Participating Agencies is unknown.

Please review 13. Scope of Work for further information.

2. OVERVIEW

This best value solicitation ("**solicitation**") is published by the Town of Delight ("**Lead Agency**") for the purpose of awarding a master cooperative purchasing agreement (the "**Master Agreement**") and creating a cooperative purchasing program for Suppliers with related products and services (the "**Program**") that shall be available to Participating Agencies (as defined below). Companies and organizations which respond to this solicitation ("**Respondents**") and are awarded a Master Agreement are referred to throughout this solicitation and supporting documentation as a "**Supplier**."

By purchasing Products & Services (as defined herein) under the Master Agreement through the Program administered by CoreTrust Purchasing Group LLC ("**CoreTrust**"), a public entity is a "**Participating Agency**" and agrees to be bound by the terms of the Master Agreement, which includes and is subject to the **Master Intergovernmental Cooperative Purchasing Agreement** attached hereto as Section L. Each Participating Agency may be required to acknowledge or certify its agreement to additional statutory terms in writing as may be required by CoreTrust and/or Lead Agency. Where any public entity pursuing benefits of the Program hereunder is previously registered with or is otherwise an existing member of CoreTrust's cooperative purchasing program, the terms of this solicitation (and all documents attached hereto) shall control over all prior agreements with respect to such public entity's enrollment in CoreTrust's cooperative purchasing program and the benefits afforded to members thereof.

CoreTrust is a cooperative purchasing organization working together with public procurement leaders to create high quality, cooperative contracts that optimize cost savings, drive compliance and efficiency, and provide effective outcomes to public sector agencies. CoreTrust cooperative contracts also actively support local labor markets, ensuring a holistic approach to sustainable growth and impact.

By leveraging the CoreTrust suite of cooperative contracts, public agencies will gain access to contracts and discounts from leading suppliers of products and services across a wide variety of industries and benefit from a streamlined procurement process.

3. PURPOSE
Proposals are being sought from qualified vendors to provide commercial food on an as needed basis. The awarded vendor shall provide a comprehensive solution designed to support municipalities, government agencies, and political subdivisions.

Please review 13. Scope of Work for further information.

4. TYPE OF CONTRACT

A. The anticipated starting date for any resulting contract is MARCH 2025, except that the actual contract start date may be adjusted unilaterally by the Lead Agency for up to three (3) calendar months. By submitting a signed proposal in response to the solicitation, the Prospective Supplier represents and warrants that it will honor its proposal as being held open as irrevocable for this period.

B. The initial term of the resulting contract will be for three (3) years. Upon mutual agreement by the Contractor and Lead Agency, the contract may be renewed by the Lead Agency for up to two (2) additional one (1) year terms or portions thereof, not to exceed a total aggregate contract term of five (5) consecutive years.

5. MASTER AGREEMENT

A. Master Agreement. A response to this solicitation is an offer to establish a Master Agreement with Lead Agency. This Master Agreement defines: (i) the terms of the relationship between Lead Agency and Supplier; and (ii) the terms, conditions, and pricing of Products & Services and related capabilities offered to Participating Agencies. The form of **Master Agreement** is attached hereto as Section I. The products and services made available in this contract are defined by the contents of Supplier's Cost Proposal submission ("**Products & Services**"). Any contract with Supplier resulting from the issuance of this solicitation is subject to the terms and conditions as provided in this solicitation and Master Agreement. Many of the terms and conditions contained in the Master Agreement template are required by state and federal law; however, Respondents may propose changes to the Master Agreement by communicating any exceptions or deviations in the **Master Agreement Acceptance Form** provided in Section J of this solicitation. Any proposed changes are subject to Lead Agency review and written approval.

The Respondent must submit a signed **Master Agreement Signature Form** with the response.

6. ADMINISTRATION AGREEMENT

A. Administration Agreement. CoreTrust and Supplier shall enter into a separate Administration Agreement which defines the roles and obligations of each of CoreTrust and Supplier with respect to the marketing and selling of the Program to prospective Participating Agencies and the financial terms between CoreTrust and Supplier. The form of **Administration Agreement** is provided as Section K hereto.

7. CONTRACT AS AN ASSET IN CORPORATE CHANGES

A. The Contractor must consider this contract as an asset. If the Contractor is being acquired or undergoing a change in corporate structure, the Contractor must include CoreTrust and the lead agency in discussions prior to any change in legal status. This contract must be regarded as an asset and included in the transfer of assets plan.

8. PRODUCTS AND SERVICES
The Products & Services contemplated under this solicitation are as described below:

Product & Service Category
NAICS Codes • 424420, 311812, 311412, 311423, 311612, 311999, 424480, 424410, 311514, 311942, 424490, 311230, 424430, 311230, 311615, 311919 **NIGP Codes (National Institute of Governmental Purchasing)** • 390-00, 380-00, 385-00, 393-00, 375-00

Please review 13. Scope of Work for further information.

9. SCHEDULE OF EVENTS

The schedule provided in this solicitation is subject to change. The issuing party reserves the right to modify the timeline, including but not limited to deadlines for submission, evaluation periods, and the announcement of results. Any amendments or updates to the schedule will be communicated to all participants promptly through the official communication channels.

Event	Date
Issue Solicitation	12/19/2025
Pre-Proposal Conference	1/8/2026 @ 2:00 PM CT
Deadline for Questions	1/15/2026
Deadline for Answers	1/22/2026
Proposal Due Date	2/5/2026 @ 3:00 PM CT
Approval Date	February 2026
Contract Effective Date	March 2026

10. ON-LINE PRE-PROPOSAL CONFERENCE

A. An online pre-bid conference will be held for this solicitation as shown under the Schedule of Events. This conference allows potential bidders to ask questions and seek clarifications regarding the solicitation.

B. **Registration:** Interested bidders should register for the pre-bid conference. To register, please email Bid.TownOfDelightAR@gmail.com or register via the Pre-Proposal Conference Link.

C. ***Important Notes:***

- *Attendance at the pre-bid* conference is not mandatory but is highly recommended.
- All questions and answers discussed during the conference will be documented and posted along with the solicitation documents.
- Any changes or clarifications to the solicitation resulting from the conference will be issued as an addendum.

11. INTERCHANGEABLE TERMS

A. For the purposes of this solicitation, the following terms are used interchangeably:

- Proposer
- Supplier
- Vendor
- Offeror
- Bidder
- Respondent

These terms all refer to any individual or entity submitting a Bid, Proposal, or Response to this solicitation. The use of one term shall be understood to include all others unless a different meaning is clearly indicated by the context

B. For the purposes of this solicitation, the following terms are used interchangeably:

- Bid
- Proposal
- Response

These terms refer to any formal submission by a respondent in reply to this solicitation, regardless of the procurement method (e.g., Invitation to Bid, Request for Proposal, Request for Qualifications). The use of any one of these terms shall be construed to include the others unless the context clearly indicates otherwise.

C. The above lists are a good-faith effort to include all relevant terms, but please note that some items may have been inadvertently missed.

12. BACKGROUND

Proposals are being sought from qualified vendors to provide commercial food on an as needed basis. The awarded vendor shall provide a comprehensive solution designed to support municipalities, government agencies, and political subdivisions.

The resulting Contract shall be a national cooperative master agreement.

Please review 13. Scope of Work for further information.

13. SCOPE OF WORK

General Information

The scope of this procurement includes, but is not limited to, the distribution of the following Products on a national scale:

Raw food;
Fresh food;
Frozen food;
Processed food;
Canned, self-stable, ambient, dry foods;
Baked goods;
Dairy and eggs;
Beverages;
Meat;
Produce;
Some non-foods (e.g. degreaser; grill cleaner; scrubber pads; pan soap)

Use cases include, but are not limited to, the following:

School Districts;
Long-term care facilities;
Mental health facilities;
Correctional facilities

This is NOT a food service contract.

Responding Suppliers must have a minimum of five (5) years distributing the Products in-scope required in this Solicitation to be considered.

13.1 Labeling and Nutrition

Any Food Product offered through the resulting Contract must meet the FDA labeling guidelines unless otherwise specified by the ordering Participating Entities. Supplier must supply ingredient list and nutritional analysis on their website and/or by providing a nutritional analysis within 48 hours upon request of Participating Entities and/or CoreTrust.

Awarded Supplier shall be required to submit to Participating Entities a written list of ingredients and full nutritional analysis (calories, protein, carbohydrates, calcium, iron, Vitamin A, Vitamin C, as well as Percentage of Calories from Total Fat and Saturated Fat) for each Product on the awarded Price List within ten (10) days of request.

Packaging shall contain an easily understood freshness code that contains the last date of use or sale, expressed in terms similar to “fresh thru”, “use by”, “for sale by” or some other logo easily read or understood by the general public.

Correctional facilities, and other self-identified Participating Entities’ users, require packaging and containers that minimize possible security problems (i.e., do not include wire, metal, sharp edges, glass, etc., that may possibly be fashioned into a weapon). Supplier and Participating Entity shall mutually agree to modify and/or change packaging and/or containers for delivery to some locations, in order to reduce potential security risks. There shall be no additional charge for Supplier’s packaging or containers used to meet security requirements.

13.2 Food Safety and Quality Control

Supplier must have Quality Control and Quality Assurance programs in place. Supplier shall have Sanitation Standard Operating Procedures as well as a written Quality Control program readily available to Participating Entities and/or CoreTrust for review. Supplier’s program must comply with all Hazard Analysis & Critical Control Points regulatory requirements and Preventative Controls for Human Food Rule.

Supplier must preserve Product integrity, wholesomeness, safety, fitness, etc., by maintaining proper temperature with the use of refrigerated/freezer trucks for refrigerated and frozen goods; ambient vehicles/trailers shall not be used to ship refrigerated/frozen Product.

The maximum time Products may be held in a frozen state prior to delivery shall be as follows:

FRESH FROZEN MEAT (except Ground and Diced Meat) - 90 calendar days
GROUND & DICED MEATS - 45 calendar days
CURED & PROCESSED MEAT - 45 calendar days

Supplier guarantees that all proposed Products meet or exceed USDA, USDC, State, and industry standards and requirements; and conform to State, Federal and industry standards with respect to safety.

Suppliers must ensure food safety during storage, handling, and transportation. Compliance with all local, state and federal laws, regulations, practices and guidance regarding sanitary practices, temperature control, prevention of cross-contamination and all other food safety related matters is mandatory. Food received that is deemed not to be fresh and/or is unusable or unsatisfactory will immediately (same or next day) be replaced or credited at the Participating Entity’s discretion. Non-compliance of food safety laws and regulations may result in contract termination and revert back to the Bidder with the next highest Total Score.

The Supplier guarantees any Product delivered complies in all respects with standards and regulations established by Federal or State laws, including the Federal Food, Drug and Cosmetic Act, decisions of the U.S. Department of Agriculture, and decisions of the U.S. Department of Commerce. The Contractor also guarantees any Product delivered is not adulterated or misbranded within the meaning of standards and regulations established by Federal or State laws. The Supplier may be required to submit a letter of guarantee from the Supplier stating their compliance with Federal and/or State laws and regulations.

At the time of delivery, all dairy products must have at least thirty (30) days until expiration date.

Products shall adhere to industry and government standards for levels of mold, bacteria, etc.

No Escherichia coli 0157:H7, or any other pathogens, are permitted in any Product.

13.3 Recalled Products

Supplier must have the ability to track all Products delivered.

The Supplier shall have a Product recall program that provides for immediate notification to all Participating Entities' facilities that have received the recalled Products. The Supplier is responsible for picking up and replacing all Products that are subject to recall and ensuring that all manufacturers and suppliers to the Supplier have the same requirements in place. The Participating Entities shall not be responsible for the pickup and replacement cost of any recalled Product. Subsequent credits must be applied, as applicable.

A final report shall be made to Participating Entities and CoreTrust stating number of cases shipped, locations and number of returns.

13.4 Unusable Products

Any claim that delivered Product is unusable (damaged, rotten, non-edible, unacceptable substitution, etc.), shall be resolved by credit, substitution or any other applicable means for resolution within three (3) business days upon written notice from receiving Participating Entity.

13.5 Allergens in Foods

Allergic reactions can range from mild symptoms to life-threatening. Therefore, it is of the utmost importance to clearly communicate potential food allergens and which foods (and food packaging) are designated as allergen-free or may contain potential allergens. Food Product labels communicating known or potential allergens are to be clearly marked and easily readable by the general public.

Suppliers will designate which Products are peanut-free, tree-nut free, gluten-free, and dairy-free in Section O – Cost Proposal Workbook. Furthermore, Suppliers are encouraged to differentiate between Product which is merely lactose-free compared to Products free of milk proteins such as casein and whey.

13.6 Halal and Kosher Foods

Suppliers will designate which of their Products meet the requirements for Halal and Kosher foods. The integrity of Halal and Kosher Products should be maintained from start to finish.

More information about Halal and Kosher practices and certification processes can be found here:

Halal	Kosher
https://halalfoundation.org/halal-certification-requirements/	https://www.ok.org/
https://www.hfsaa.org/	https://www.star-k.org/articles/articles/getting-certified/certification-process/1366/how-to-become-kosher-certified-the-process-in-depth/

General practices are also described, below, but this is not an exhaustive list of how Products could be considered Halal or Kosher:

Halal	Kosher
For meat, animals slaughtered are in the prescribed method, known as Zabiha.	For meat, animals slaughtered are in the prescribed process called Shechita or Shechitah.

Certain products like gelatin or rennet are not permitted if they are derived from non-Halal animals.	Specific parts of Kosher animals are forbidden (e.g. a certain kind of fat known as chelev which surrounds vital organs and the liver may not be eaten)
Processed foods with a well-accredited Halal certification to verify they meet the required standards and do not contain any forbidden items or cross-contamination.	Processed foods with a well-accredited Kosher or Kashrut certification to verify they meet the required standards and do not contain any forbidden items or cross-contamination.
Everything is Halal except ABCD IS haram (non-Halal): A – Alcohol (including other intoxicants) B – Blood (poured forth) C - Carnivorous animals (non-fish) D – Dead meat (meat not slaughtered per the prescribed method) I – Immolated foods S – Swine (porcine and its derivatives)	Meat and dairy are not to mix; meat and dairy should be stored and transported completely separately with no contact or cross-contamination. For example: facilities handling both Kosher and non-Kosher Products, these Products are to be completely physically separated by a wall or another significant barrier.

13.7 Buy American Requirement

Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105- 336) added a provision, Section 12(n) to the NSLA (42 USC 1760(n)), requiring school food authorities (SFA's) to purchase, to the maximum extent practicable, domestic commodity of products. Section 12(n) of the NSLA defines "domestic commodity or product" as an agricultural commodity that is produced in the United States and a food product that is processed in the United

States using substantial agricultural commodities that are produced in the United States. "Substantial" means that over 51 percent of the final product consists of agricultural commodities

that were grown domestically. Products from Guam, America Samoa, Virgin Islands, Puerto Rico and Northern Mariana Islands are allowed under this provision as territories of the United States. The

Buy American provision (7 CFR Part 210.21(d)) is one of the procurement standards SFA's must comply with when purchasing commercial food products served in the school meal programs.

In addition, School Food Authorities must assure that all procurements using federal funds comply with the "Buy American" provision of Section 104(d) of the William F. Goodling Child Nutrition Act of 1998,

requiring to the maximum extent practicable, to purchase products produced in the U.S. Bidders should submit U.S. produced items wherever possible. Only items which are not produced in the U.S., (i.e., mandarin oranges, pineapple, and tuna) may be bid noting the country of origin as a variance.

13.8 State/Local Product Goals and Preferences

State public authorities and entities may be required or strongly recommended to purchase Product that is grown, harvested, produced in specific states or geographic areas; or processed and comprising over 51% agricultural raw materials grown, harvested or produced in specific states or geographic areas.

Where states have specific social and economic goals that require their governmental entities purchase select Products from designated organizations or geographic areas when the Products meet the "form, function and

utility" requirements of the governmental entities, purchases of such Products are given the highest priority in the procurement process. If the Supplier cannot provide Product under specific state/local goals, Participating Entities may procure these Products Off-Contract.

Therefore, Suppliers are strongly encouraged to designate which Products are:

- unprocessed foods comprised of 100% raw materials that were grown harvested or produced in a specific state;
- processed foods composed over 51% (by weight or volume) of raw materials that were grown, harvested or produced in a specific state and in which state the processing of such food products took place.

13.9 Delivery Requirements

Delivery must be made within the time frame(s) and to the location(s) mutually agreed-upon between the Participating Entity and the awarded Supplier. Supplier will work with Participating Entities to establish mutually beneficial dates and methods of delivery, to the extent possible. Supplier and Participating Entities may agree to delivery via delivery partners; Participating Entity pick-up; and/or delivery by Supplier.

The Supplier, or through its subcontractor(s), shall deliver all Products in accordance with instructions on Purchase Order(s) from Participating Entities. Some Participating Entities' facilities may require as many as three (3) deliveries per week. For some Participating Entities' facilities, delivery may be required to more than one (1) building.

Deliveries will be on weekdays during normal business hours, as determined by Participating Entities' facilities, except/excluding legal holidays. Some locations may accept Saturday delivery (e.g. psychiatric or developmental facilities).

If there is a discrepancy with the Purchase Order, it is the awarded Supplier's obligation to seek clarification from the ordering Participating Entity.

The Products delivered under the resulting Contract shall remain the property of the Supplier until the Participating Entity physically inspects and accepts the Products. It is the responsibility of the Participating Entity to inspect all materials, supplies and equipment upon delivery to ensure compliance with the contract requirements and specifications.

After Participating Entity inspection, the Participating Entity and awarded Supplier shall sign a receipt certifying delivery. Responsibility for damage to Products shall pass from awarded Supplier to the Participating Entity upon completion of delivery to the Participating Entity.

All containers and packaging shall be suitable for handling, storage or shipment, without damage to the contents. The Supplier is responsible for confirming that packing is sufficient to ensure that all the materials arrive at the correct destination in an undamaged condition, ready for their intended use. All containers shall be clearly identified with the order number with packing lists affixed to each carton, identifying all contents included in the carton. If more than one carton is shipped, each carton must be numbered and must state the number of that carton in relation to the total number of cartons shipped (i.e. 1 of 4, 2 of 4, etc.).

Supplier shall contact Participating Entities prior to making delivery if a regularly scheduled delivery date is changed; any deviations from a set delivery schedule must be acceptable to both parties and documented in writing.

Supplier must notify the Participating Entities of any additional lead time(s) needed to fill orders, such as in the case of special-order Product.

In the event of a delay, the awarded Supplier must obtain an extension in writing from the Participating Entity. If CoreTrust becomes aware of multiple incidents of delivery delays, CoreTrust reserves the right to enforce any of the remedies available under the Contract, including termination of the Contract in whole or in part, and award another Contractor as per the Replacement Contractor terms.

The awarded Supplier agrees to bear the risk of loss, injury, or destruction of the Products, prior to delivery to the Participating Entity.

Supplier should also note that certain facilities may require specific delivery schedules due to security concerns. Restrictions may include but are not limited to needing security clearances or thorough inspection of vehicle or trailer (such as correctional or mental health facilities).

13.10 Customer Service, Billing and Invoicing, and Support

Participating Entities require responsive and proactive customer service under the resulting Contract. The successful Supplier must:

A. Provide 24/7 customer support via phone, email, and live chat. The 24/7 customer service/support must, at a minimum, be accessible to Participating Entities across all CONUS time zones during normal business hours;

B. Designate a single point of contact (Account Manager) for issue resolution;

C. Assign a dedicated representative for the resulting Contract and dedicated representatives to Participating Entities;

D. Ensure response times within one (1) business day for non-urgent requests and within two (2) hours for urgent matters;

E. Implement a customer satisfaction tracking system with performance metrics (e.g., response time, issue resolution rate, Net Promoter Score).

F. Be available for contract performance meetings with Participating Entities, the rate of which is to be determined and negotiated on a Participating Entity-basis and adopted in their respective Appendix A.

G. Describe the Participating Entity onboarding process. How does the relationship maintain over time? What consulting roles are there? How does the Supplier guide Participating Entities with regard to navigating price lists? Does the Supplier offer support to Participating Entities regarding implementing Kosher and Halal meals for the first time? Does the Supplier offer support to Participating Entities when federal or state governments change requirements for specific food programs?

H. How often does the price of meat, vegetables, and other items change? Please describe what tools the Supplier has available to make sure that Participating Entities can make the best procurement decisions at the point of purchase for primary distribution to maximize savings and incentives? Do you offer SKU level incentives?

I. How does the Supplier schedule delivery? How does the Supplier ensure delivery goes according to the Purchase Order and align with the delivery requirements of this Solicitation?

J. How does the Supplier reduce the need for product substitution, barring brand discontinuations or widespread product recalls? In the event of a product substitution, do you offer an equivalent or better product? Do you only move forward with a product substitution with written acceptance from the Participating Entity? Do you and will you

allow Participating Entities to obtain Products Off-Contract in the event of stability or safety concerns? For example: In a correctional facility environment, inmates become accustomed to and highly attuned to particular taste of foods. A substitution of food Product, even in the event of a substitution upgrade, may initiate a riot.

Service provided by the Respondent, including past customer service history, services available, reduced paperwork, easily understood invoices, and quick turnaround time for orders as well as inquiries will be a factor in the determination of the successful respondent to this request.

It is highly desirable that the successful Respondent utilize dedicated inside and outside representatives to service this Agreement. The Respondent may utilize multiple representatives to cover the nation but shall appoint a single point of contact to provide for consistency and continuity of service.

Additionally, the successful Respondent shall also provide individual dedicated inside and outside representatives to service this Agreement on a national basis for members of who utilize this Agreement.

The successful Respondent shall provide for accurate billing of items ordered, timely credits (within 24 hours), and invoices that are easy to understand.

Invoicing to Participating Entities should include the following:

- Awarded Supplier Name
- Awarded Supplier Billing Address
- Awarded Supplier Federal ID Number
- Contract Name
- Name of Participating Entity
- Name of Participating Entity Billing Contact
- Order Date
- Purchase Order #
- Invoice Date
- Invoice Number
- Product SKU/Vendor Number
- Product Name(s) and Description(s)
- Product Cost
- Freight Charge per Mile
- Quantity
- UOM (Unit of Measure)
- Invoice Amount

Participating Entities must notify the Supplier of all order and/or invoice discrepancies within five (5) business days from receipt. Supplier shall take all commercially reasonable steps to resolve discrepancies within five (5) business days of notification.

Products returned or exchanged due to quality problems, duplicated shipments, outdated Product, incorrect Product shipped, Supplier errors otherwise not specified, or Products returned or exchanged due to Participating Entity errors, shall be replaced with specified Products or the Participating Entity shall be credited or refunded for the full purchase price. Products shall be replaced within 10 business days of written notification to the Supplier of the Participating Entity’s intent to return or exchange the Product. Supplier can charge only a restocking fee for Product returned or exchanged due to Participating Entity error that is determined not to be suitable for resale; the restocking fee cannot exceed the net price of the returned or exchanged Product. Any credit or refund shall be applied against the next bill/invoice submitted by the Supplier to the Participating Entity. If no credit or refund, or

only a partial credit or refund, is made in such fashion, the Supplier shall pay to the Participating Entity the amount of such credit or refund or portion thereof still outstanding, within 30 calendar days of demand.

13.11 Contract Risk and Miscellaneous

A. Please describe your firm's approach to contract risk management. Include how your organization identifies, assesses, and mitigates risks throughout the life of a contract, especially for public sector clients.

B. Has your company ever defaulted, failed to perform, or been terminated for cause on a government contract within the last five (5) years? If yes, please explain the circumstances and how the issue was resolved or mitigated.

C. Describe the insurance coverage your firm maintains, including general liability, professional liability, workers' compensation, and any other relevant coverages. Include policy limits and whether these meet or exceed the requirements set forth in the solicitation requirements in Section B – Lead Agency Requirements and additional requirements found in Section F, 20.5.

D. Explain how your organization ensures contract compliance across multiple clients or jurisdictions. Include specific tools, systems, or personnel used to monitor and ensure performance, timelines, reporting, and contractual obligations.

E. The Proposer shall provide a supply chain risk mitigation plan, including:

i. Tariff impact analysis, including pricing strategies for tariff adjustments;
ii. Information regarding supply chain diversity, detailing multiple sourcing options to prevent disruptions;
iii. Information regarding business continuity planning, including contingency measures for shortages, natural or technological disasters, or global supply chain issues;
iv. Information regarding sustainability - What are the sustainability goals you have as an organization? How do you measure success? What has been the progress to your goals? How do you help your customers be more sustainable?

If requested, can you explain how you can meet local government preferences for community- based qualifications, such as local, veteran-owned, or small businesses, and matching contractors to the communities they serve. Are there additional costs to meeting these requirements and how should those costs be accounted for in the pricing? See also, 28. Sustainability Programs.

13.12 Reporting Capabilities and Third-Party Audits

The successful Respondent shall provide comprehensive reporting and data analytics tools that include:

A. Detailed spend analysis reports (including agency-wide purchase trends);
B. Real-time dashboards for tracking orders, deliveries, and budget allocations;
C. Customizable reports for tracking cost savings and sustainability compliance; and
D. Automated monthly and quarterly reports accessible via an online portal.

A listing of standard reports available should be provided with the proposal response.

Participating Entities may be interested in some or all of the following:

- Purchase history details
- Benchmarking
- Estimated Savings impact
- Estimated incentives
- Program, supplier and limited time offer updates
- Prime Distributor catalogs
- Price verification of Vendor's Direct Supplier contracts and contract audits
- Price Trend vs external sources for price justification
- Variance correction

The Contractor shall obtain a third-party firm at no additional cost to Lead Agency to conduct external price audits on this contract. The Contractor shall contract with a third-party firm (to be approved by Lead Agency) to conduct a quarterly random sampling (a minimum of 500 items per quarter) of contract items to confirm the accuracy of contract price or percentage discount and final sell price. Specifically, the third-party firm will confirm the prices displayed on the Contractor's website are equal to or less than the contract terms. The third-party firm shall provide a quarterly report to Lead Agency indicating a Price Accuracy Percentage Rate of 98% or higher. The Price Accuracy Percentage Rate shall be calculated using the following formula: the total sum of the contract price for 500 products sampled divided by the total sum of the purchase price for 500 products.

Example: $5,050 divided by $4,900 = 103%. At a minimum, the quarterly report will identify items not in compliance with the contract terms, provide the date of the audit, and screenshots of the items on the Contractor's website that were not in compliance with the contract terms. If Lead Agency deems it is in the best interest of Lead Agency, Lead Agency reserves the right to increase the frequency of the Third- Party Audit.

13.13 Web-Based Ordering and E-Commerce

The successful Respondent shall provide a fully integrated online ordering system that ensures:

A. Secure electronic catalog functionality with real-time pricing and inventory updates;
B. Compliance with PCI DSS for secure payment processing;
C. SOCII certification (System and Organization Controls 2) or equivalent for system security;
D. Multi-tier approval workflows tailored for agency needs;
E. Full integration capabilities with e-procurement platforms (e.g., Coupa, SAP Ariba, PeopleSoft, etc.)
F. Disability accessibility.

The web-based ordering system must be capable of controlling, documenting and reporting on the following minimum data elements:

• Contractor Name and Address
• Contract Number
• Ordering Participating Entity and Address
• Purchase Order/Requisition Numbers
• Contact (individual placing order)
• Delivery Location
• Delivery Instructions
• Stock Number
• Manufacturer
• Description

• Unit of Measure
• List Price (unit)
• Net Price (unit)

The successful Respondent shall provide appropriate data security to safeguard orders placed online. See 20. Data Protections and Data Breach.

Supplier must show evidence of a high level of data and access control, including at a minimum PCI compliance for credit card transactions and SOC II compliance or equal for technology systems. Proof of SOC II or equivalent audits should be provided, and the current reports will remain available for inspection during the term of the contract. Response must include precautions in place to prevent supplier punch outs or connectivity to financial systems from being used as an unauthorized entry point to government data systems.

The online ordering system shall be populated with all appropriate and correct pricing for, based on the respondent's consortium pricing. In the event an error in pricing is discovered in favor of the user, the successful contractor shall provide a refund and/or credit memo to be issued within ten (10) days after the discovery of the discrepancy.

The online ordering system shall be structured in such a manner to allow for multiple approval levels which may be customized for individual agencies.

The online ordering system shall be set-up to provide for billing to a specific address and shall be capable of accepting procurement cards ("p-card") as a means of payment at the time of order entry.

It is preferable that the online ordering system be capable of providing the appropriately discounted price to individuals who may wish to purchase supplies at one of the respondent's retail stores. The system shall provide pricing based on the entry of an entity's account number, or by the use of an entity p-card.

Upon delivery of the order, the successful respondent's e-commerce system shall be capable of providing electronic invoicing if desired.

In addition to the use of p-cards for payment, the successful respondent's e-commerce system shall be capable of receiving payment via Electronic Funds Transfer (EFT) from the entity.

Supplier should also detail electronic procurement options and integration into government EPro or finance software.

Supplier is also requested to inventory any third-party technology available through the resulting contract and applicable license fees.

13.14 Company History and Summary

The Supplier responding to this Solicitation shall provide a Company History and Summary including the following information in Word or searchable PDF format:

a. Brief history and description of the Supplier:

1. Submit FEIN and Dun & Bradstreet reports;
2. Include a brief description of the size of your organization and date of incorporation;

3. Describe experience in providing the services described in this Solicitation. Which organizations do you currently provide a similar or same service. Include names, addresses, email and phone numbers of the appropriate contact persons. Please provide three (3) references;
4. Provide a brief overview of annual sales for the three previous fiscal years;
5. Describe any green or environmental initiatives or policies;
6. Describe any historically underutilized business certifications supplier holds and the certifying agency. This may include business enterprises such as minority and women-owned, small or disadvantaged, disabled veterans, etc.; and
7. Describe how the Supplier differentiates itself from its competitors.

b. Supplier Distribution Capability and Capacity:

1. Describe in detail your capabilities to satisfy the characteristics and administrative requirements of this Solicitation;
2. Provide brief description of in-scope offerings (fresh, frozen, canned goods, etc), including Halal and Kosher foods and allergen-free Products;
3. Detail the total number and location of salespeople employed by Supplier;
4. Provide number and location of support centers (if applicable) and location of corporate office;
5. Provide the number, size and location of Supplier's distribution facilities, warehouses, and retail network as applicable;
6. Provide a description of how you propose to distribute in-scope Products/Services nationwide. Include any states where products and services will not be offered under the Master Agreement, including U.S. Territories and Outlying Areas;
7. Please provide a detailed list or map of all your full-service stocking distribution centers in the United States, U.S. Territories and Outlying Areas and describe your delivery network, along with your order-fill rate and on-time delivery rate. Additionally, please describe any unique capabilities or logistics that set your distribution network apart from competitors in the market; and
8. Identify all other companies that will be involved in processing, handling or shipping the products to the Participating Entities.

c. Support and Quality Control - Provide a detailed description of all administrative and support (to include automated support) services typically provided in relation to the services and identify any applicable fees, if any.

1. Describe the company's Quality Control and Quality Assurance programs policies and include copies of these programs; Provide a copy of Sanitation Standard Operating Procedures for review; describe the measures taken to ensure that all personnel assigned are capable and qualified;
2. What kind of quality assurance documentation can you provide to Participating Entities, if requested?
3. How often do you self-audit?
4. Do you perform your own product testing, rely on third-party certification, or a mix of both? Bidders must have a product testing protocol (in-house or third party) that verifies the quality of products. Bidders must maintain records for their products including origin of materials, test results, and production data;
5. Describe your company's efficiency and accuracy rates in inventory management. What tools do you use to improve accuracy? What is your inventory accuracy percentage? Do you use barcodes, RFID tags, and/or other tools? What technology investments have you made to streamline operations? How do you ensure staff are well-trained on inventory management?

d. Furthermore, this Solicitation seeks the following information from qualified Bidders:

1. Next Business Day delivery; detail geographic area where Participating Entities qualify;
2. Rush/Expedited delivery; detail geographic area where Participating Entities qualify;
3. 98% or better Delivery Accuracy;
4. 98% or better On-Time Delivery;
5. 98% or better Fill Rate;
6. 98% or better Customer Satisfaction; and
7. 98% or better Invoice/Billing Accuracy

Provide a detailed history of any legal proceedings, including lawsuits, regulatory investigations, bankruptcy filings, or corporate restructuring within the past five years. Specify case outcomes, ongoing litigation exposure, and potential risks that may impact contract performance.

f. Felony Conviction Notice: Indicate if the supplier:

- is a publicly held corporation, and this reporting requirement is not applicable;
- is not owned or operated by anyone who has been convicted of a felony; or
- is owned or operated by an individual(s) who has been convicted of a felony and provides the names and convictions.

g. Describe any debarment or suspension actions taken against the supplier within the last five years.

h. Suppliers please provide written acknowledgement of understanding and affirm capability to meet App B, Sec F in its entirety.

13.15 Section O – Cost Proposal Workbook [EXCEL]

Responding Suppliers must complete all tabs of Section O – Cost Proposal Workbook [Excel]. Please review the Instructions tab closely.

Responding Suppliers must provide pricing in such a way that captures the total cost of acquisition, including any applicable fees. Responding Suppliers will provide their Product catalog(s) for price verification. Pricing must be structured to allow easy verification, with clear documentation on how mark-up percentages and discounts are applied to different products and/or product categories. Any exceptions to the discounts and/or mark-up percentages proposed must be clearly identified. Additional incentives and discounts may be included and are strongly encouraged.

The pricing terms and conditions offered to Lead Agency under this Agreement, in the aggregate, are as favorable as those offered by the Supplier to any of its similarly situated cooperatives serving the public sector. The pricing offered hereunder will be based on several factors, including, but not limited to, overall product mix, purchase volume, and service level requirements. Pricing for Participating Entities/Participants may be customized based on numerous factors, but the Supplier cannot guarantee that any one individual Participant's pricing will be as favorable as any other individual Participant's pricing.

The Lead Agency reserves the right to reject product from the pricelist that is determined, at their sole discretion, to have an unreasonably high NTE price. Such determination shall be based on available industry pricing guide(s) and comparison with pricing offered by competitors in the same geographic area.

Proposed cost-plus (markup percentages) will NOT increase over the life of the Contract. The Product cost at time of Purchase Order shall be the NTE Base Price, plus the markup percentage. If there are any additional freight costs or additional fees, they need to be noted in the Supplier's response.

Prices must be in U.S. dollars not exceeding two decimal places. (e.g. $100.50)

Discount percentages must not exceed two decimal places. (e.g. 10.15%)

Discount percentages shall never be decreased throughout the term of the resulting Contract, although the awarded Supplier may offer better discounts or more advantageous pricing to Participating Entities at any time.

All pricing shall be provided based on a national scope for any and all government agencies within the United States.

The awarded Supplier's Section O – Cost Proposal Workbook shall become the Contract Price List. The awarded Supplier's Product catalog(s) shall be available for price verification.

If during the Contract term the Lead Agency or CoreTrust becomes aware that the awarded Supplier is selling substantially the same or a smaller quantity of a Product outside of this Contract upon the same or similar terms and conditions as that of this Contract at a lower price to a federal, state or local governmental entity, the price under this Contract, after consultation with the awarded Supplier, may be reduced to a lower price on a prospective basis at the discretion of the Lead Agency or CoreTrust. Lead Agency and CoreTrust reserve the right to request information to verify pricing for the purposes of this clause.

14. IMPLEMENTATION AND GO-TO-MARKET PLAN

The following requirements apply to the awarded Supplier and must be implemented within the timelines stated. These obligations are intended to ensure the rapid and successful implementation of the Master Agreement nationwide.

A **Within 90 days of award**, the Supplier shall implement a comprehensive plan to launch the Master Agreement, including:

- **Executive Endorsement:** Obtain executive leadership endorsement and sponsorship of the Master Agreement as the Supplier's public sector go-to-market strategy within the first 10 days.
- **Sales Force Training:** Train and educate the Supplier's national sales force, with participation from executive leadership and CoreTrust, within the first 90 days.
- **Website & Marketing Launch:**
    - Publish an announcement, contract details, and contact information on Supplier's website.
    - Create and distribute co-branded marketing materials.
    - Launch a dedicated CoreTrust web-based homepage containing:
      • CoreTrust logo
      • Copy of original RFP
      • Contract and amendments
      • Product and pricing summary
      • Marketing materials

- Link to CoreTrust registration page
- Dedicated toll-free number and email for CoreTrust

B Ongoing Marketing and Promotion: Throughout the term of the Master Agreement, the Supplier shall:

- Publish and distribute co-branded press releases and advertising in national and regional trade publications.
- Attend and participate in CoreTrust-approved national (e.g., NIGP Annual Forum, NPI Conference), regional, and supplier-specific conferences and trade shows.
- Exhibit and participate annually at the NIGP Annual Forum (e.g., NPI Conference, NIGP chapter conferences, etc.) in the CoreTrust supplier partner area. Booth space will be purchased and staffed by Supplier.
- Collaborate with CoreTrust on promotions, case studies, collateral, and presentations to continually drive awareness and usage of the Master Agreement.

C Sales and Account Management

- Actively pursue direct sales opportunities with Public Agencies nationwide and promptly follow up on leads generated by CoreTrust.
- Ensure all sales materials reference CoreTrust and use approved branding.
- Transition any existing Public Agency customer accounts to the Master Agreement as appropriate.
- Coordinate with CoreTrust to support timely new Participating Agency account setup and ongoing contract administration.

D Reporting and Program Management

- Designate key contacts for executive support, marketing, sales, financial reporting, accounts payable, and contract management.
- Provide CoreTrust with timely sales reporting and support growth initiatives throughout the term of the agreement.

15. CONTRACTOR RESPONSIBILITY FOR SUBCONTRACTORS

A. Respondents should disclose all Authorized Subcontractors, Resellers, or other business partners who will be utilized to fulfill obligations under the resulting Contract. A designated form is provided in Appendix C for this purpose and should be used when submitting the required information.

B. The awarded Contractor shall remain fully responsible for the performance of the Contract, regardless of the use of Subcontractors. The acts and omissions of any Subcontractor, including its officers, agents, and employees, shall be deemed the acts and omissions of the Contractor to the extent of the subcontract. Any product or service provided by a Subcontractor shall be treated as having been provided by the Contractor.

C. The Contractor shall ensure that each Subcontractor is informed of and agrees to comply with all applicable provisions of the Contract. The Contractor must require that all terms and conditions of the Contract flow down to each Subcontractor.

D. Failure to disclose the identity of a Subcontractor or to obtain required approvals for additions or changes to Subcontractors may, at the sole discretion of CoreTrust or a Participating Agency, result in disqualification of the Subcontractor, suspension of work, or termination of the Contract for cause if not promptly cured.

E. The Contractor shall pay all Subcontractors in accordance with their agreements and, upon request, provide satisfactory evidence of such payment to CoreTrust or the Participating Agency.

16. TITLE AND RISK OF LOSS

Title to and risk of loss for all products provided under the resulting Contract shall remain with the Supplier until such products are delivered to and accepted by, the Lead Agency or Participating Agency, as applicable. Supplier shall bear all costs of replacement or repair for any loss or damage that occurs prior to acceptance.

17. INSURANCE DOCUMENTATION

The awarded Supplier shall, at its own expense, obtain and maintain all required insurance in full force and effect throughout the term of the Contract. All insurers must be rated at least "A-," Class "VII" or better by A.M. Best Company or hold an equivalent rating from a nationally recognized rating service.

The awarded Supplier shall maintain insurance as required under the Master Agreement and shall provide documentation demonstrating compliance with those obligations. If the Lead Agency specifies additional insurance requirements in Section B – Lead Agency Requirements, those provisions shall also apply. Such additional coverages may include, but are not limited to, Professional Errors & Omissions and Cyber/Data Breach Liability.

The Supplier shall provide and maintain all insurance coverage required under this Solicitation for the benefit of the Lead Agency. Upon request, the Supplier shall furnish satisfactory evidence of coverage to any Participating Agency. Participating Agencies may, at their discretion, request supplemental documentation or require additional insurance coverage consistent with their local regulations, risk-management standards, or procurement policies. Any additional coverage or documentation required by a Participating Agency shall be mutually agreed upon by the Participating Agency and the Supplier and shall not conflict with the Master Agreement or the Lead Agency's requirements.

18. PRODUCT AND SERVICE CONTINUITY & SUPPORT

The following provisions apply to all products and services offered under the resulting Contract to ensure continuity, quality, and agency satisfaction throughout the term of the resulting contract.

A. Current Products and Services

1. All products and services offered in response to this Solicitation must be currently available and in active production or delivery. Products must be models or types actively used in a customer environment and capable of meeting or exceeding all specifications and requirements of this Solicitation. Services must be actively offered to paying customers and fully capable of meeting the performance standards and requirements described herein.
2. If a product is discontinued or a service offering is retired during the term of the resulting Contract, the Supplier must provide an equivalent or better product or service at the same or lower net price and subject to the same or better discount structure as originally bid.
3. Newer versions of products or updated service offerings released during the term of the resulting Contract may be added, provided they are offered at the same or better percentage discount and meet or exceed all requirements of the Contract.

B. Product Recalls and Safety Notices

In the event of any product recall, technical service bulletin, safety notice, or other material notification affecting products or services provided under the resulting Contract, the Supplier shall provide written notice to the CoreTrust Point of Contact and the Lead Agency within five (5) business days of receipt of such notification. The Supplier is responsible for ensuring that recall notices and related instructions are communicated promptly and accurately to all affected Participating Agencies and for coordinating any required corrective action, replacement, or refund in accordance with the manufacturer's and regulatory requirements.

C. Defective Products and Services

1. The Supplier shall promptly replace or correct, at no additional cost to the Participating Agency, any product or service found to be defective, nonconforming, or otherwise not meeting the requirements of the resulting Contract.
2. For products: the Supplier shall bear all costs of transportation, unpacking, inspection, re-packing, re-shipping, and any related expenses associated with replacement. Replacement products must be delivered to the Participating Agency within seven (7) calendar days of the initial notification, regardless of whether the defective product has been returned to the Supplier.
3. For services: the Supplier shall promptly re-perform or otherwise remedy defective services at no additional cost, within a reasonable period agreed to by the Participating Agency, to ensure full compliance with Contract requirements.

D. End-Of-Life (EOL) Products and Services

1. The Supplier shall provide written notice to the CoreTrust Point of Contact and the Lead Agency at least sixty (60) calendar days prior to discontinuing any product or service offered under the resulting Contract or designating it as End-of-Life (EOL).
2. The Supplier shall replace any EOL product or service with an equivalent or better solution that meets or exceeds the specifications, functionality, and performance of the discontinued item or service. All replacements must be offered at the same or better percentage discount as originally awarded.
3. When a service offering or software solution has been phased out, discontinued, or ended, the Supplier shall work with Participating Agencies to ensure a smooth transition to a successor offering at no additional cost, minimizing disruption to agency operations. Replacement products and services are subject to Lead Agency and CoreTrust approval prior to being added to the contract.

E. Return Policy

The Supplier shall maintain a clear, customer-friendly return process that includes:

- **No-Cost Returns:** Free returns for incorrect, defective, or damaged products and for services not performed per Contract requirements.
- **Return Conditions:** Clear terms for all other returns, including timeframes and conditions.
- **Expedited Processing:** Refunds or credits issued within five (5) business days of receipt of the returned product or approval of service correction.
- **Tracking:** An online portal or process for Participating Agencies to track return status, replacements, and refunds.

F. Warranties

- **Disclosure:** Suppliers must disclose all manufacturer and service warranties, including coverage terms and durations, in their proposal submission.
- **Product Coverage:** Defective products covered under warranty must be replaced with new products at no additional cost, including shipping, handling, and labor.
- **Service Coverage:** Services must be performed in a professional, workmanlike manner consistent with industry standards. Deficient services must be re-performed at no additional cost.
- **Extended Warranties:** Extended or optional warranties must be offered to Participating Agencies at the same or better discount as awarded.

19. CONTRACT PRICE LIST UPDATES

The awarded Supplier's Cost Proposal shall become the official Contract Price List. The Supplier may update the Contract Price List after the effective start date of the Master Agreement to reflect pricing changes, product or service additions, or the removal of discontinued items.

A. Monthly Update Submission:

The awarded Supplier shall submit a comprehensive summary of all Contract Price List Updates to CoreTrust each month, including documentation and justification for any price changes or product/service updates. CoreTrust will assist the awarded Supplier in navigating the update process.

B. Right of Review and Audit:
The Lead Agency and CoreTrust shall have the right to review, audit, and approve all updates. They may require the removal of any items deemed out of scope per this Solicitation and request additional supporting documentation as needed.

C. Types of Updates Permitted:

- **Pricing Escalation/De-escalation:** Supplier must provide supporting documentation such as industry cost indices (e.g., BLS Producer Price Index), raw material cost data, and indicate whether price changes are temporary or permanent. The percentage discount from the Contract Price List must remain unchanged.
- **Temporary Pricing Escalation/De-escalation:**

  The Lead Agency recognizes that at certain times during the term of the resulting Contract, pricing in some industries may become volatile due to various changes not limited to changes in economic conditions such as product shortages, raw material shortages, labor stoppages, tariffs, government regulation, foreign interference or other changes which create volatile market pricing.

  The awarded Supplier shall be responsible to provide adequate notice to Lead Agency of such situations.

  It is desired that such pricing remain fixed and firm through the resulting Contract and only amended during monthly updates; however, in the event of extreme changes in market conditions, the awarded Supplier shall advise Lead Agency as soon as feasibly possible regarding the circumstances surrounding such extreme market condition changes. The Lead Agency reserves the right to accept or reject such requests based on their merit. The awarded Supplier must provide a justification for the temporary price change, provide assurance that discounts as-bid and awarded remain firm, and detail for how long the temporary adjustment will remain in effect. Such pricing changes must be approved by the Lead Agency prior to implementation.

  The awarded Supplier shall submit formal requests, in writing, for temporary pricing escalation or de-escalations for extenuating circumstances at least 30 day in advance to CoreTrust, on behalf of the Lead Agency.
- **Addition of Products/Services:** Supplier must provide manufacturer name, SKU/part numbers, description, UOM, list price, contract NTE list price, and discount percentage off the NTE list price.
- **Removal of Products/Services:** Supplier must provide a list of items removed, including SKU/part numbers, descriptions, and contract pricing. If the removal is due to EOL status, Supplier must follow the EOL notice requirements in this Solicitation.

D. Lead Agency and Participating Agency Feedback:
Lead Agencies and Participating Agencies are encouraged to report out-of-scope items or inconsistencies to CoreTrust.

20. DATA PROTECTIONS AND DATA BREACH

The awarded Supplier shall agree to the following terms related to Data Protections and Data Breach.

20.1 Location of Data; CONUS or OCONUS

20.1.1 Any Participating Entity's Contract must specify if they will allow Data to be located outside of the Continental United States (OCONUS).

20.1.2 Unless otherwise authorized or agreed to in a Participating Entity's Contract, when the Contractor is responsible for managing Data, the Contractor shall meet the following requirements:

- All Data shall remain in the Continental United States (CONUS).
- Any Data stored, or acted upon, shall be solely located in Data Centers within CONUS.
- Any services which directly or indirectly access Data shall be performed only from locations within CONUS.
- All Data in transit shall remain in CONUS and shall be encrypted in accordance with the Participating Entity's encryption requirements.
- All helpdesk, online and support services which may access Data shall be performed only from locations within CONUS.
- No Follow the Sun support shall be allowed to access Data directly or indirectly from locations OCONUS.

20.1.3 Unless otherwise authorized or agreed to in a Participating Entity's Contract, when the Participating Entity is responsible for managing Data, the Contractor shall provide the Participating Entity with the capability and the means or tools to meet the following requirements:

- All Data shall remain in the Continental United States (CONUS).
- Any Data stored, or acted upon, shall be solely located in Data Centers within CONUS.
- Any services which directly or indirectly access Data shall be performed only from locations within CONUS.
- All Data in transit shall remain in CONUS and shall be encrypted in accordance with the Participating Entity's encryption requirements.
- All helpdesk, online and support services which may access Data shall be performed only from locations within CONUS.
- No Follow the Sun support shall be allowed to access Data directly or indirectly from locations OCONUS.

20.1.4 Unless otherwise authorized or agreed to in a Participating Entity's Contract, the Contractor may not store, act upon, or access Data outside of OCONUS and may not perform support services that may access Data from OCONUS.

20.1.5 Notwithstanding the foregoing, all services covered under Lot 4- Warranties and Value-Added Services must be performed within CONUS and may not be authorized to be performed from OCONUS.

20.2 Data Breach – Required Contractor Actions

20.2.1 The Participating Entity and the Contractor must, in writing, determine a Security Incident notification policy prior to the finalization of a Participating Entity's Contract. If no such agreement is in place, then the default agreement shall be notification of all Security Incidents that may have a direct impact on the Participating Entity by phone immediately upon detection to the Participating Entity's representative.

20.2.2 Unless otherwise provided by law, in the event of a Data Breach, the Contractor shall:

- Notify the Participating Entity's representative by telephone as soon as possible from the time the Contractor confirms Data Breach. The Participating Entity may specify a maximum notification time in its Contract.
- Consult with and receive authorization from the Participating Entity's representative as to the content of any notice to affected parties prior to notifying any affected parties to whom notice of the Data Breach is required, either by statute or by the Participating Entity.

- Coordinate all communication regarding the Data Breach with the Participating Entity's representative (including possible communications with third parties).
- Cooperate with the Participating Entity, its IT or cybersecurity representatives, and/or any Contractor working on behalf of the Participating Entity or its IT in attempting a) to determine the scope and cause of the breach and b) to prevent the future recurrence of such security breaches.
- Promptly take commercially reasonable steps to mitigate the effects and minimize any damage resulting from the Security Event. Contractor shall provide Written notice to the Participating Entity as to all such corrective actions taken by the Contractor to remedy the Data Breach.

20.3 Nothing herein shall in any way impair the Participating Entity or other investigative or law enforcement entity to bring an action against the Contractor or limit Contractor's liability for any violations of any applicable statutes, rules, or regulations.

20.4 Cyber Security Plan & Protocols

Qualified Bidders shall provide a copy of their cyber security plan and protocols to protect Lead Agency and future Participating Entity information (e.g. Personally Identifiable Information (PII), SOC 2, ISO 27001, ISO 27108, etc.).

20.5 Additional Insurance Requirements – Data Breach/Cyber and Tech E&O

The Bidders and subsequently awarded Contractor shall obtain and maintain in full force and effect, throughout the life of the resulting Contract, at their own expense, their own insurance policies. All insurers shall be rated "A-," Class "VII" or better by A.M. Best Company or a comparable rating service.

The qualified Bidder shall submit documentation meeting the outlined expectations in Appendix A: Requirements, Section B – Lead Agency Requirements.

Additionally, notwithstanding other standard insurance requirements required in this solicitation, such as CGL or Workers Compensation, these are the additional insurance requirements specific to this solicitation as set forth, below:

20.5.1 Data Breach and Privacy & Security/Cyber Liability

Data Breach and Privacy & Security/Cyber Liability coverage including coverage for failure to protect confidential information and failure of the security of the Contractor's computer systems or the Authorized Users' systems due to the actions of the Contractor which results in unauthorized access to the Authorized User(s) or their data, shall be maintained with a minimum of Five Million Dollars ($5,000,000).

Said insurance shall provide coverage for damages arising from, but not limited to the following:

- Breach of duty to protect the security and confidentiality of nonpublic proprietary corporate information;
- Personally identifiable nonpublic information (e.g., medical, financial, or personal in nature in electronic or non-electronic form);
- Privacy notification costs;
- Regulatory defense and penalties;
- Website media liability; and
- Cyber theft of customer's property, including but not limited to money and securities.

If the policy is written on a claims made basis, Vendor must include with Solicitation response an Endorsement providing proof that the policy provides the option to purchase an Extended Reporting Period ("tail coverage") providing coverage for no less than one (1) year after work is completed in the event that coverage is cancelled or not renewed. This requirement applies to both primary and excess liability policies, as applicable.

20.5.2 Technology Errors and Omissions OR Professional Liability Insurance

Professional Liability Insurance covering all claims arising out of the performance or nonperformance (including errors and/or omissions) of professional services under this Agreement must be maintained with a minimum of Five Million Dollars ($5,000,000.00).

When policies are renewed or replaced, the policy retroactive date must coincide with or precede start of Services under this Agreement. A claims-made policy, which is not renewed or replaced, must have an extended reporting period of two (2) years following completion of professional services.

OR

Technology Errors and Omissions Insurance shall provide coverage for damages arising from computer related services including but not limited to the following:

- Consulting;
- Data processing;
- Programming;
- System integration;
- Hardware or software development;
- Installation;
- Distribution or maintenance;
- Systems analysis or design;
- Training;
- Staffing or other support services; and
- Manufactured, distributed, licensed, marketed or sold cloud computing services.

The policy shall include coverage for third party fidelity including cyber theft.

If the policy is written on a claims made basis, Vendor must include with Solicitation response an Endorsement providing proof that the policy provides the option to purchase an Extended Reporting Period ("tail coverage") providing coverage for no less than one (1) year after work is completed in the event that coverage is cancelled or not renewed. This requirement applies to both primary and excess liability policies, as applicable.

CoreTrust and the Lead Agency retains final authority with respect to all insurance-related decisions and maintains the right to modify, delete, alter or change these requirements upon written notice to the Bidder or awarded Contractor.

Bidders agree that if they are awarded the Contract, as the awarded Contractor, they shall maintain their required insurance coverages and submit updated documentation to the Contract Designated Contact(s) upon renewal or upon request.

If upon request, the awarded Contractor shall provide the following documentation no later than the following time periods:

- For certificates of insurance: 5 business days
- For information on self-insurance or self-retention programs: 15 calendar days
- For additional insured and waiver of subrogation endorsements: 30 calendar days
- For schedules of forms and endorsements and all forms and endorsements: 60 calendar days

21. PARTICIPATING AGENCY-SPECIFIC TERMS

A. Participating Agencies may, at their sole discretion, negotiate additional terms and conditions with the Supplier, provided that such terms do not conflict with the Master Agreement and are more favorable to the Participating Agency. No alternative terms shall be binding unless mutually agreed in writing by the Participating Agency and the Supplier.

22. SURVIVAL CLAUSE

A. In addition to those provisions which by their nature survive expiration or termination, all warranties, service agreements, confidentiality obligations, indemnification provisions, and any accepted purchase orders issued prior to termination or expiration shall remain in full force and effect until fulfilled.

23. UNBALANCED PROPOSALS

A. The Lead Agency expects balanced submissions with sustainable pricing, not artificially low "moment-in-time" pricing. If the Lead Agency questions the viability of pricing that appears significantly below market value or otherwise unbalanced, it reserves the right to require an eighteen (18) month look-back at web and/or list pricing to validate market appropriateness. Price lists determined to be unbalanced may be rejected or excluded from evaluation.

B. To ensure long-term contract viability, the Supplier must commit to maintaining at least ninety-five percent (95%) of its proposed catalog available for ordering by Participating Agencies for the full term of the Contract. If catalog availability falls below this threshold without evidence of significant market disruption, the Supplier will be required to provide documentation justifying the reduction. Failure to do so may result in remedies up to and including a $500 penalty per instance and/or termination for cause.

24. MINIMUM ORDERING QUANTITIES & SUSTAINABILITY FEE

The Proposer shall submit their minimum order quantity, which shall reflect the minimum value of an order to be delivered. In the event that a using agency desires to submit an order less than the minimum ordering quantity, the successful proposer may charge a sustainability fee for orders under the required minimum order quantity. Proposer shall include the proposed sustainability fee at the time of proposal submittal. Lead Agency shall consider the value of the minimum order quantity as well as any sustainability fee as a part of the evaluation of proposal responses.

25. ADDITIONAL OR ALTERNATIVE TERMS AND CONDITIONS IN A PARTICIPATING ENTITY'S CONTRACT, INCLUDING LEAD AGENCY

The terms and conditions set forth in the resulting Contract shall govern all transactions by Participating Entities under this Contract.

A Contractor can propose additional or alternative terms to Participating Entities. An Awarded Contractor shall submit their additional or alternative terms to CoreTrust to be maintained in an Additional or Alternative Terms and Conditions Library.

Additional or alternative terms may, in the discretion of Participating Entities, be allowed as part of a Contractor's response to a Participating Entity's Contract or RFQ and incorporated provided that the following conditions are met:

(i) The Contractor identifies where such additional or alternative terms and conditions may be found;

(ii) The Participating Entity determines that the inclusion of such additional or alternative terms and conditions results in a transaction which is, on an overall basis, more favorable to the Participating Entity than if the transaction did not include such additional or alternative terms and conditions; and

(iii) The Participating Entity accepts such additional or alternative terms and conditions.

No additional or alternative term and condition shall be valid or binding to the Participating Entity to the extent that such additional or alternative term and condition is less favorable to the Participating Entity than, or conflicts with, the Participating Entity's Contract.

No additional or alternative terms and conditions may be incorporated by the Contractor into a Participating Entity's Contract by unilaterally affixing them to the Product upon delivery (including, but not limited to, attachment or inclusion of standard pre-printed order forms, product literature, "shrink wrap" terms accompanying software upon delivery, or other documents) or by incorporating such terms and conditions onto order forms, purchase orders or other documents forwarded by the Contractor for payment, notwithstanding Participating Entity's subsequent acceptance of Product, or that Participating Entity has subsequently processed such document for approval or payment.

Nothing herein shall be deemed to prohibit a Contractor from offering a Participating Entity better and more advantageous pricing and terms and conditions during the term of their Contract.

26. REPLACEMENT CONTRACTOR

In the event that CoreTrust terminates any resulting Contract resulting from such Contract, CoreTrust reserves the right to award to the Contractor with the next highest total score from Section N – Technical Proposal and Section O – Cost Proposal that is willing to accept a Contract or Configuration award without rebidding. Under no circumstances will the new awardee be permitted to decrease the percentage discounts as bid.

27. GENERATIVE AI

“Generative AI (GenAI)” means an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system's training data. Examples of GenAI include ChatGPT and Gemini.

Supplier shall notify Lead Agency solicitation contact(s) in writing with their solicitation response if it: (1) utilized GenAI to complete all or a portion of their solicitation response; (2) intends to utilize GenAI in a way that materially impacts resulting Contract performance.

Supplier solicitation responses must be verified for accuracy and reliability by humans prior to submission. Suppliers are responsible for producing reliable and accurate solicitation responses without misrepresented or fabricated information or data. Suppliers are responsible for reading and understanding the solicitation.

The Lead Agency, at its sole discretion, may consider Supplier’s failure to disclose or discontinue use of GenAI as described above to constitute a material breach of terms. Protecting the integrity of the procurement process is of utmost importance. The Lead Agency reserves the right to reject proposals created using AI, without clarification, if they appear unbalanced or contain contradictory or confusing information. The Lead Agency is entitled to seek any and all remedies available to it under law as a result of such breach.

28. SUSTAINABILITY PROGRAMS

The Proposer is encouraged to provide various sustainability programs as part of this Agreement as Participating Entities may have specific goals related to the following:

A. A program to encourage the participation of Minority owned businesses, Women’s business enterprises, veteran-owned businesses, firms in labor surplus areas and other Disadvantaged Businesses. Such programs shall encourage the use of such businesses as both product suppliers to the successful Contractor as well as Tier One suppliers who serve to contract directly with using agencies, such as firms engaged in the direct delivery of products utilizing the terms and pricing of this Agreement.

B. An environmental program providing that agencies may purchase environmentally sustainable “green” products from the successful Contractor in order to encourage the use of environmentally friendly products by using agencies.

C. A tracking and reporting mechanism for monitoring “green” spend and sustainability procurement.

29. FUEL SURCHARGE ADJUSTMENTS

The Supplier may request a fuel surcharge adjustment no more than once per quarter during the term of the contract. Any request for a fuel surcharge increase must be:

- Submitted in writing to CoreTrust (on behalf of the Lead Agency) with at least 30 days’ notice,
- Supported by documentation demonstrating a material increase in average diesel fuel prices based on a publicly available index (e.g., U.S. Energy Information Administration [EIA] U.S. On-Highway Diesel Fuel Prices), and
- Subject to review and written approval by CoreTrust prior to implementation.

If the average diesel fuel price decreases materially (as determined by the same index), CoreTrust reserves the right to request a corresponding fuel surcharge reduction, and the Supplier shall comply. Fuel surcharge increases or decreases must be calculated based on a consistent, predefined formula or per-mile or per-delivery basis, as proposed in the Supplier's original response and accepted as part of the Cost Proposal. No retroactive fuel surcharge adjustments will be permitted. All approved surcharge changes shall be published in writing and made available to Participating Public Agencies. CoreTrust reserves the right to audit surcharge data at any time.

Supplier will endeavor to negotiate fuel surcharges for all Participating Entities and not exceed the contract price list.

30. ATTACHMENTS

The following documents are provided as an aid in responding to this Solicitation:

- Section N – Technical Proposal Workbook
- Section O – Cost Proposal Workbook

SECTION G – SUBMISSION PROTOCOL; EVALUATION; AWARD

1. PROPOSAL SUBMISSION

A. **Electronic Submission Required**. All proposal documents must be submitted electronically and received by the proposal due date through the Town's designated e-procurement platform at www.bidnetdirect.com//townofdelight. Proposals received after the specified deadline will not be considered.

1. **Supplier Responsibility.** Suppliers are fully responsible for the timely submission of their proposals. The Lead Agency assumes no responsibility for late, incomplete, or misdirected submissions, or for technical issues experienced by the supplier or its internet service provider.
2. Large files may require additional upload time depending on file size and internet speed. Suppliers are strongly encouraged to begin the upload process at least one (1) business day before the submission deadline to ensure timely completion.

B. Respondents must submit a complete proposal that includes all required forms, certifications, and attachments referenced in this solicitation.

C. Proposals must be received by the specified submission deadline. All documents shall be prepared and submitted in accordance with the requirements and instructions set forth in this Section G.

D. Each proposal should be prepared simply and economically, providing a straightforward and concise description of the Supplier's ability to meet the requirements of this RFP. Emphasis should be on completeness, clarity of content, organization, and responsiveness to the evaluation criteria.

E. All proposals shall be valid for a period of 90 days from the date the proposals are received by Lead Agency in compliance with the submission instructions set forth above.

F. All proposals shall be reviewed for responsiveness to the material requirements of the solicitation. A proposal that is not materially responsive shall not be eligible for further consideration and the Respondent shall receive notice of the non-award of its proposal from Lead Agency.

G. Subject to the requirements set forth in Sections A and B of the solicitation, during the period between the date Lead Agency issues this solicitation and the selection of Supplier, if any, Lead Agency must restrict all contact with Lead Agency and its personnel and shall direct any and all questions regarding this solicitation to the personnel identified in the solicitation Contact section below in the manner specified in such section. Contact with any prohibited individuals after issuance of this solicitation and before selection is made may result in disqualification of the Respondent.

H. Respondents may submit questions regarding this solicitation in writing to the contact listed in Section 2 of this Section G during the Q&A Period outlined in the estimated timetable in Section F above. All questions and answers will be posted to along with the solicitation documents at www.bidnetdirect.com//townofdelight. Respondents may be required to affirmatively acknowledge receipt of answers in the manner specified by Lead Agency. Respondents are responsible for regularly viewing the website to review all questions and answers prior to submitting proposals. Oral communication concerning this solicitation shall not be binding and shall in no way excuse a Respondent of the obligations set forth in this solicitation. For each question submitted, Prospective Contractor should reference the specific Solicitation item number to which the question refers.

I. In the event Lead Agency decides to conduct negotiations, exclusive or concurrent negotiations may be conducted with multiple respondents reasonably susceptible for award. Except to the extent otherwise required by law, during negotiations, no Respondent's proposal, including pricing, shall be revealed to any other party or to any other person who is not involved with the evaluation process.

J. In the event Lead Agency in its sole discretion, deems negotiations are not progressing, the Lead Agency may formally terminate negotiations and may enter into subsequent exclusive or concurrent negotiations with the next most-qualified Respondent.

K. **Lead Agency shall consider all proposals voluntarily submitted in response to this solicitation to be free of trade secrets and such proposals shall, in their entirety, be made a part of the public**

record in compliance with applicable open records policies and laws. However, notwithstanding the foregoing, if a proposal is submitted in response to this solicitation, and the proposal contains trade secret information as defined under applicable law, then such trade secret information is entitled to all protections granted under applicable law or, if such applicable law requires such information to be expressly identified, such trade secret information must be clearly and conspicuously marked and/or identified as "Trade Secret Information" at the time that such proposal is submitted. If such trade secret information is so marked and/or identified, then, in accordance with applicable state law, Lead Agency shall designate such information as trade secret information and shall maintain and keep such trade secret information. Subject to the foregoing, all proposals and any other documents submitted in response to this solicitation shall become the property of Lead Agency. This solicitation and proposals submitted in response to the solicitation, except for all CoreTrust and/or Respondent pricing, processes, and information that qualifies as trade secret information under applicable law and such portions, sections, or parts of a proposal that are clearly and conspicuously marked and/or identified as Trade Secret Information, are deemed to be public records pursuant to applicable state law. For purposes of this Section, "**proposal**" shall mean both the forms submitted by the Respondent in connection with this solicitation and any attachments, addenda, appendices, or sample products. Except to the extent any information contained in a proposal is considered trade secret information under applicable law, any proposal submitted in response to this or any Lead Agency solicitation that fails to clearly and conspicuously mark and/or identify trade secret information at the time that such proposal is submitted to Lead Agency for consideration shall be deemed and considered by Lead Agency to not contain trade secret information and such proposals shall be deemed to be public records in their entirety in accordance with this Section and applicable state law.

L. Lead Agency may, in its sole discretion, waive minor errors or omissions in a Respondent's proposals when those errors do not unreasonably obscure the meaning of the content, or the competitive nature of the proposal submitted in response to this solicitation.

M. CoreTrust and/or Lead Agency, in their sole discretion, may request Respondents reasonably susceptible for award to submit a best-and-final offer. In such case, Respondents shall submit their best-and-final offers in writing. If a Respondent does not respond to the request for a best-and-final offer, that Respondent's most recent submission will be considered its best-and-final offer.

N. By submitting a proposal, Respondent expressly agrees to waive any claim it has or may have against CoreTrust, its directors, officers, members, managers, employees, or agents arising out of or in connection with: (i) the administration, evaluation, or recommendation of any proposal; (ii) any requirements under the solicitation, proposal package, or related documents; (iii) the rejection of any proposal or any part of any proposal; and/or (iv) the award of a contract, if any. CoreTrust shall not be responsible or liable for any costs incurred by Respondents or the successful Respondent in connection with responding to the solicitation, preparing for oral presentations, preparing and submitting a proposal, entering or negotiating the terms of a contract, or any other expenses incurred by a Respondent. The Respondent is wholly responsible for any such costs and expenses and shall not be reimbursed in any manner by CoreTrust.

2. SOLICITATION CONTACT

Key Contact. Bid.TownOfDelightAR@gmail.com

3. PROPRIETARY INFORMATION

A. All response documents submitted under this solicitation become the property of the Lead Agency and are subject to the Arkansas Freedom of Information Act (FOIA).

B. Suppliers must submit one (1) complete redacted copy of their original response, with any proprietary or confidential information removed.

C. Except for the redacted portions, the redacted copy must be identical to the original, including identical pagination and visible indications where information has been removed.

D. Suppliers are solely responsible for identifying proprietary information and for ensuring that redacted electronic files cannot be restored to reveal the original data.

E. The redacted copy will be made available for public inspection under FOIA without further notice to the Supplier.

F. If no redacted copy is provided, the Lead Agency will release the non-redacted response (excluding financial data other than pricing) in response to any valid FOIA request.

G. If the Lead Agency determines that any redacted material is subject to disclosure under FOIA, the Supplier will be notified prior to release.

4. REPRESENTATIONS. The Respondent hereby represents the following:

A. It has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this proposal and any subsequent award.

B. It shall include in the Technical Proposal a complete description of any and all relationships that might be considered a conflict of interest in doing business with Lead Agency.

C. To the best of Respondent's knowledge, the proposal has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other respondents or potential respondents in any award resulting from this solicitation.

D. It is not currently delinquent in the payment of any franchise taxes.

E. The individual signing the submittal (whether electronically or in paper form) is an authorized agent of the Respondent and has the authority to bind the Respondent to the Award.

F. Where the solicitation contains a specification that states no substitutions, no deviation from this requirement shall be permitted. The Respondent shall comply with the true intent of the specifications and drawings and not take advantage of any unintentional error or omission. In cases where no type and kind of product is specified, specifications have been developed to indicate minimal standards as to the usage, materials, and contents based on the needs of the Participating Agencies. References to manufacturer's specifications ("**Specifications**") are to be considered informative to give Lead Agency information as to the general style, type, and kind requested. Lead Agency shall, in its sole discretion, determine whether proposed goods, materials, or equipment are substantially equivalent to the Specifications, considering quality, workmanship, economy of operation, and suitability for the purpose intended. Respondents should include all documentation required to evaluate whether their proposed goods, materials, or equipment are substantially equivalent to the Specifications.

G. Respondent shall state the brand name and number of the materials being provided. If none is indicated, it is understood that the Respondent is proposing the exact brand name and number specified or mentioned in the solicitation. However, unless specifically stated otherwise, comparable substitutions shall be permitted in cases where the material is equal to that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended.

H. Lead Agency reserves the right to award contract(s) to multiple Respondents. The decision to award multiple contracts, award only one contract, or to make no awards rests solely with Lead Agency. No exclusivity is implied in connection with this solicitation unless expressly stated otherwise. Lead Agency reserves the right to obtain like goods and services from other sources.

5. EVALUATION PROCESS AND CRITERIA

A. **Committee Review and Scoring**

1. All proposals will be reviewed to determine their responsiveness to the material requirements of this Solicitation. Proposals found to be non-responsive to those requirements may be deemed ineligible for further consideration. In such cases, the Supplier will be notified that its proposal was not selected for award.

2. An evaluation committee will review and score Suppliers' submissions in accordance with the evaluation criteria outlined in this solicitation. The Lead Agency intends to select the proposal that best meets the needs of a national cooperative and provides the greatest overall value.

3. As part of its review, the committee may verify references and consider documented past performance on services or commodities provided by Suppliers. This may include references submitted in the proposal as well as verifiable records of performance with the Lead Agency or other entities. The committee will use this information, along with other evaluation factors, to make a recommendation for selection, subject to final approval and contract execution by the appropriate Lead Agency officials.

4. The Town of Delight reserves the right to conduct negotiations with the bidder reasonably suspected of being the most responsive and responsible offeror. Such negotiations may include clarification of the proposal, scope, or pricing and shall be conducted in good faith to achieve the most advantageous terms for the Town. If negotiations are unsuccessful or fail to produce an acceptable agreement, the Town may terminate discussions and proceed to the next eligible bidder or reject all bids if determined to be in the Town's best interest. No bidder shall be permitted to modify its proposal to the prejudice of fair competition after the submission deadline.

B. **Evaluation Criteria**

1. Responsiveness. Proposals will be evaluated for responsiveness to the Scope of Work (Appendix B, Section F), compliance with submission requirements, and Appendix C.

   A Supplier that responds to all material requirements of any solicitation will be deemed responsive. The Proposal shall be responsive to all material requirements that will enable the evaluation committee to evaluate it in accordance with the evaluation criteria and make a recommendation for award.

2. Responsibility. Factors may include company background, relevant experience in both public and private sectors, with an emphasis on demonstrated performance in the public sector, as well as financial stability, distribution capabilities, and the ability to meet sustainability and inclusion objectives, as applicable.

   Financial Stability:

   If the Proposer is an entity that is required to prepare audited financial statements, Proposer shall submit an annual report that includes:
   a) Last two years of audited accrual-basis financial statements, including an income statement, cash flow statement, and balance sheet.
   b) If applicable, last two (2) years of consolidated statements for any holding companies or affiliates;
   c) An audited or un-audited accrual-basis financial statement of the most recent quarter of operation; and
   d) A full disclosure of any events, liabilities, or contingent liabilities that could affect Proposer's financial ability to perform this contract.

   If the Proposer is a privately-owned entity or sole proprietorship for which audited financial statements are not required, Proposer shall submit an annual report that includes:
   a) Last two years of un-audited accrual-basis financial statements, including an income statement, cash flow statement, and balance sheet;
   b) An audited or un-audited accrual-basis financial statement of the most recent quarter of operation; and
   c) A full disclosure of any events, liabilities, or contingent liabilities that could affect Proposer's financial ability to perform this contract;

   OR

Other financial information sufficient for Lead Agency, in its sole judgement, to determine if Proposer is financially solvent or adequately capitalized.

This assessment will include a review of all references on any projects performed by a business entity or individual, whether provided by the business entity or individual or known by Lead Agency.

3. Past Performance. Performance on previously awarded contracts for public- and private-sector clients will be considered. Relevant factors may include administrative compliance, cooperative conduct, customer satisfaction, and overall professionalism.

4. Debarment Status. Any Supplier listed on the federal government's debarment list or on the Lead Agency's state debarment list may be disqualified from consideration.

5. A Respondent's performance and actions under previously awarded contracts to schools, local, state, or federal agencies are relevant in determining whether the Respondent is likely to provide quality Products & Services to Participating Agencies; including the administrative aspects of performance; the Respondent's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the Respondent's businesslike concern for the interests of the customer.

6. **Technical Proposal – 70% of Total Score**

   The Supplier must complete Section N - Technical Proposal Workbook [EXCEL]. If additional information is required to be fully responsive to Section N - Technical Proposal Workbook, the Supplier may provide supplemental documentation in a searchable format [PDF].

   The Technical Proposals will be opened and reviewed for responsiveness to the RFP requirements and Originality. Responsive technical proposals will be evaluated by the Lead Agency's evaluation team. Each evaluation criteria will be scored by the team members; a total overall score will be assigned to the proposal. The score assigned to each Technical Proposal will account for 70% of the Offeror's overall score.

   The following areas will be scored and weighted:

   •Bidder Capacity & Capability – 20%
   •Ordering & E-Commerce Capabilities – 15%
   •Customer Service & Support – 15%
   •Reporting Capabilities & Third-Party Audits – 5%
   •Contract Risk & Miscellaneous – 10%
   •Marketing Plan - 5%

   Additionally, the workbook includes a checklist the Bidder may use to ensure a complete response to the solicitation.

7. **Cost Proposal – 30% of Total Score**

   The Suppliers must submit completed Section O – Cost Proposal [EXCEL], attached. Suppliers will complete all tabs of the workbook.

   The cost proposal must include all costs associated with the firm's plan to deliver products and/or carry out the services. Please also refer to and familiarize yourself with Appendix B, Section F, 13.15.

   The Cost Proposals will be opened and evaluated by the Purchasing Coordinator who is not on the evaluation team. The score assigned to each Cost Proposal will account for 30% of the overall score.

   Each Cost Score will be compared to the others proposed and weighted, with the lowest Cost receiving the highest cost score.

Proposers are encouraged to offer the best possible pricing (cost-plus markup percentages) and offer the competitive applicable discounts that would be sustainable on a national level for the life of the resulting Contract

Pricing must be in U.S. dollars and not exceed two decimal places. (e.g. $10.11)
Discount percentages entered shall not exceed two decimal places (e.g. 11.12%)
The evaluation team reserves the right to round up to the nearest decimal place if this instruction is not followed.

The Lead Agency reserves the right to analyze and/or normalize any underlying calculations and assumptions used by the Offeror to support its computation of costs or the right to apply such other methods as it deems necessary to make comparisons across proposals.

8. **Total Combined Score (Final Score)**

The Technical Score and the Cost Score will be combined in accordance with the above weighting system to create the Total Combined Score. The Total Combined Scores will be ranked highest to lowest.

C. Information Requirements. The Respondent shall provide the information, documentation, forms, and other materials required in Section N ("**Technical Proposal**").

D. Estimated Quantities. This Solicitation is issued on an indefinite delivery/indefinite quantity (IDIQ) basis While no minimum volume is guaranteed to Supplier, the estimated annual volume is projected based on the current annual volumes among Lead Agency and other Participating Agencies that are anticipated to utilize the resulting Master Agreement to be made available to them through the Program and volume growth into other public agency members through a coordinated marketing approach between Supplier and CoreTrust.

E. Cost Proposal Requirements. The Respondent shall provide a detailed cost proposal in the form required in Section O ("**Cost Proposal**").

F. Pricing Information. The below details should be taken into consideration when developing any cost proposal in connection with this solicitation and the Cost Proposal.

1. Complete Proposal. It is the responsibility of the Respondent to provide a complete Cost Proposal that includes pricing based on a verifiable pricing methodology for all Products & Services to be considered part of the final Master Agreement offered to the Participating Agencies.
2. Value. Lead Agency requests that Respondents offer Products & Services at lower prices that are scalable and with better value than what they would ordinarily offer to a single government agency, educational institution, or regional cooperative.
3. Maximum Price. Lead Agency requests that pricing be submitted as not-to-exceed. The Respondent may adjust pricing lower if needed but cannot exceed the pricing submitted. Supplier commits the not-to-exceed pricing provided under the Master Agreement pricing is its lowest available (net to buyer) to public agencies nationwide and further commits that if a Participating Agency is eligible for lower pricing through a national, state, regional, or local or cooperative contract, Supplier shall match such lower pricing to that Participating Agency under the Master Agreement.
4. Indefinite Quantity. This solicitation requests pricing for an indefinite quantity of Products & Services.
5. Total Acquisition Cost. The pricing included in the Cost Proposal must be clearly understood, complete, and fully describe the total cost of acquisition (*e.g.*, cost of the proposed equipment, products, and services delivered and operational for its intended purpose in the Participating Agency's location).
6. Prevailing Wage. Supplier and any of its subcontractors agree to comply with all laws regarding prevailing wage rates applicable to construction of public work, and any related federal requirements, including the Davis-Bacon Act, applicable to this solicitation and Participating Agencies.
7. Administrative Fee. Pricing provided shall include the administrative fee payable to CoreTrust.

8. Descriptions. All line items included in your Cost Proposal should be described by, but not limited to, characteristics such as manufacture name, stock or part number, size, or functionality.
9. Discounts. Discounts shall be clearly defined. Pricing with multiple discounts levels based on quantity, sales volume, or any other factor is allowable and must be based on a fixed or defined price or sales range or configuration of Products & Services.

G. Lead Agency reserves the right to make additional investigations as it deems necessary to establish the capability of any Respondent.

6. PROSPECTIVE CONTRACTOR ACCEPTANCE OF EVALUATION TECHNIQUE

The submission of a response to this solicitation signifies the Prospective Contractor's understanding and agreement that some subjective value judgments will be made during the evaluation and scoring of the technical proposals.

7. AWARD

A. Depending upon the proposals received in a given category, Lead Agency may need to organize responses into subcategories based on specific geographies, products, or services in order to provide the broadest coverage of the requests in scope of this solicitation. Awards may be based on a subcategory.

B. Lead Agency is under no obligation to issue a contract as a result of this solicitation if, in the opinion of Lead Agency and the proposal review team, none of the proposals are sufficiently responsive to the objectives and needs of Lead Agency. Lead Agency reserves the right to not select any Respondent should Lead Agency decide not to proceed for any reason.

C. Once a supplier is awarded, they will go through an onboarding process with CoreTrust to set specific protocols. Generally, suppliers are expected to submit a monthly sales report on the contract, which will trigger the fee submission at the same time. Suppliers and CoreTrust will work through the specific details during onboarding. Please refer to Attachment A - Terms and Conditions to the Administration Agreement, #3. Fees - a. Administrative Fee, b. Reporting and c. Audit. Also refer to Schedule 1 to Attachment A - Form of Administrative Fee Report.

D. In the event a Respondent's proposal is not selected, Respondent may, simultaneous to or in lieu of a protest, request in writing that Lead Agency and Respondent engage in a debriefing process, the purpose of which is to provide Lead Agency's general feedback on the Respondent's proposal in order to aid the Respondent in preparing future proposals.

8. PROTESTS

A. Subject to the requirements set forth in Sections A and B of the solicitation, a protest may be filed by a prospective or actual Respondent alleging improprieties in the issuance of the solicitation or any other event preceding the deadline for proposal submission. The protest must be emailed to Bids_TownOfDelightAR@gmail.com and prior to the proposal due date.

B. Any potential or actual Respondent objecting to the award of a contract resulting from the issuance of this solicitation may file a protest of contract award and must be submitted no later than 12:00 PM Central on the eighth (8th) calendar day after the public announcement of contract award. The Respondent(s) who would have been awarded the contract shall be notified of the receipt of the protest.

C. Whether for a protest of the solicitation or contract award(s), the protest must be filed in writing and must contain the following information:

1. The name, address, and telephone number of the protestor;
2. The name and number of the solicitation being protested;
3. A detailed statement of the legal and factual grounds for the protest, including copies of any relevant documents;
4. A statement as to the form of relief requested from Lead Agency; and

5. Any other information the protestor believes to be essential to the determination of the factual and legal questions at issue in the written protest.

D. Lead Agency shall issue written decisions on all timely protests and shall notify any protestor who filed an untimely protest as to whether the protest shall be considered.

E. An untimely protest may be considered by Lead Agency, if Lead Agency, in its sole discretion, determines that the protest raises issues significant to Lead Agency's procurement methodology. An untimely protest is one received by Lead Agency after the time periods set forth in this Section.

9. OTHER REQUIRED INFORMATION

A. **Applicability of Section 8 (Other Required Information) – State-Specific Requirements**

The requirements contained in this are included to address compliance obligations that may be imposed under the laws of certain states. These provisions apply only in those states where they are required by law or regulation and do not automatically apply to the Lead Agency or Participating Agencies located in states that do not impose such obligations.

Suppliers are responsible for complying with the certifications, licenses, and other requirements of the jurisdiction(s) in which they are conducting business under this Contract. States that currently require, or may require, additional certifications, licenses, registrations, or diverse business documentation under provisions such as those found in this Section include, but are not limited to: California, Texas, New York, Illinois, and Ohio.

Other states may also have comparable requirements. Suppliers are required to meet those obligations only when contracting with, receiving an award from, or fulfilling orders placed by the Lead Agency or a Participating Agency located in that state. If there is any conflict between the provisions in this Section and the laws of the Lead Agency's or a Participating Agency's state, the procurement laws of that Agency will govern and take precedence.

The inclusion of these provisions in this Section is necessary to ensure that this Contract may be lawfully used by Participating Agencies in states where such requirements exist. However, they do not create obligations for Suppliers in jurisdictions that do not require them, and failure to provide such documentation will not affect eligibility for award or use of this Contract outside the applicable state.

B. **Certifications And Licenses**

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

C. **Contractor's Employment Eligibility**

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The Respondent complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Participating entities in which work is being performed.

Signed by: Paul McBride

Respondent Signature

D. **Fingerprint & Criminal Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The Respondent shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

Signed by: Paul McBride

Respondent Signature

E. **ANTITRUST CERTIFICATION STATEMENTS**

(Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Signed by: Paul Mcbride DAA9FB5E15454F8... Respondent Signature

F. **IMPLEMENTATION OF HOUSE BILL 1295**

Certificate of Interested Parties (Form 1295):
In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

Filing Process:
Staring on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

G. **BOYCOTT CERTIFICATION**

Respondent must certify that during the term of any Agreement, it does not boycott Israel and will not boycott Israel. "Boycott" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

Does vendor agree? PM (Initials of Authorized Representative)

Respondent must certify that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association. Respondent must also certify that it does not boycott energy companies; and will not boycott energy companies during the term of the contract.

Does vendor agree? PM (Initials of Authorized Representative)

H. **TERRORIST STATE CERTIFICATION**

In accordance with Texas Government Code, Chapter 2252, Subchapter F, REGION 10 ESC is prohibited from entering into a contract with a company that is identified on a list prepared and maintained by the Texas Comptroller or the State Pension Review Board under Texas Government Code Sections 806.051, 807.051, or 2252.153. By execution of any agreement, the respondent certifies to REGION 10 ESC that it is not a listed company under any of those Texas Government Code provisions. Responders must voluntarily and knowingly acknowledge and agree that any agreement shall be null and void should facts arise leading the REGION 10 ESC to believe that the respondent was a listed company at the time of this procurement.

Does vendor agree? PM (Initials of Authorized Representative)

I. **FEMA REQUIREMENTS**

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). Additionally, Appendix II to Part 200 authorizes FEMA to require or recommend additional provisions for contracts.

All respondents submitting proposals must complete this FEMA Recommended Contract Provisions Form regarding respondent's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using FEMA funds. This completed form will be made available to Members for their use while considering their purchasing options when using FEMA grant funds. Members may also require Supplier Partners to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Respondent should certify Respondent's agreement and ability to comply, where applicable, by having respondents authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a Respondent fails to complete any item in this form, it will be considered that the Respondent's response will be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, may impact the ability of a participating agency to purchase from the Supplier using federal funds.

1. *Access to Records*

For All Procurements

The Winning Supplier agrees to provide the participating agency, the pass-through entity (if applicable), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized

representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

The Winning Supplier agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

The Winning Supplier agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

For Contracts Entered into After August 1, 2017 Under a Major Disaster or Emergency Declaration

In compliance with section 1225 of the Disaster Recovery Reform Act of 2018, the participating agency, and the Winning Supplier acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States."

Does vendor agree? PM (Initials of Authorized Representative)

2. *Changes*

FEMA recommends that all contracts include a changes clause that describes how, if at all, changes can be made by either party to alter the method, price, or schedule of the work without breaching the contract. The language of the clause may depend on the nature of the contract and the procured item(s) or service(s). The participating agency should also consult their servicing legal counsel to determine whether and how contract changes are permissible under applicable state, local, or tribal laws or regulations.

Does vendor agree? PM (Initials of Authorized Representative)

3. *Use of DHS Seal, Logo, and Flags*

The Winning Supplier shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval. The contractor shall include this provision in any subcontracts.

Does vendor agree? PM (Initials of Authorized Representative)

4. *Compliance with Federal Law, Regulations, And Executive Orders and Acknowledgement of Federal Funding*

This is an acknowledgement that when FEMA financial assistance is used to fund all or a portion of the participating agency's contract with the Winning Supplier, the Winning Supplier will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

Does vendor agree? PM (Initials of Authorized Representative)

5. *No Obligation by Federal Government*

The federal government is not a party to this or any contract resulting from this or future procurements with the participating agencies and is not subject to any obligations or liabilities to the non-federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

6. *Program Fraud and False or Fraudulent Statements or Related Acts*

The Winning Supplier acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

Does vendor agree? PM (Initials of Authorized Representative)

7. *Affirmative Socioeconomic Steps*

If subcontracts are to be let, the Winning Supplier is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Does vendor agree? PM (Initials of Authorized Representative)

8. *License and Delivery of Works Subject to Copyright and Data Rights*

The Winning Supplier grants to the participating agency, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Winning Supplier will identify such data and grant to the participating agency or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Winning Supplier will deliver to the participating agency data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the (insert name of the non-federal entity).

Does vendor agree? PM (Initials of Authorized Representative)

10. Prevailing Wage Requirements and Pricing Clause for Nationwide Cooperative

A. Overview and Applicability

This clause governs prevailing wage compliance for all work performed under this cooperative contract, regardless of the prevailing wage requirements of the Lead Agency's state. It applies to:

- All services performed in the Lead Agency's state must comply with applicable federal, state, or local wage laws in that jurisdiction. If no prevailing wage laws apply, pricing may reflect standard labor rates.
- Services performed in Participating Agencies' states must comply with the prevailing wage requirements mandated by the applicable federal, state, or local laws of that jurisdiction.
- Federal wage laws, including the Davis-Bacon Act, apply to any work funded in whole or in part with federal funds.

B. Prevailing Wage Compliance – All Jurisdictions

1. The Contractor is responsible for determining and complying with all applicable prevailing wage requirements in each jurisdiction where services are performed under this contract.
2. This includes compliance with:
    - Federal prevailing wage laws (e.g., Davis-Bacon Act),
    - State or local prevailing wage laws,
    - Any jurisdiction-specific wage determinations applicable to a project or contract.
3. The absence of prevailing wage requirements in the Lead Agency's state does not exempt the Contractor from compliance in other jurisdictions.
4. Each Participating Agency will notify the Contractor of any applicable wage obligations. The Contractor is responsible for proactively confirming this information prior to beginning work.

C. Contractor Obligations

1. The Contractor must:
    - Confirm prevailing wage applicability with each Participating Agency prior to beginning any work.
    - Request and apply the current wage determinations issued by the appropriate federal, state, or local authority.
    - Provide jurisdiction-specific wage rate schedules to Participating Agencies where prevailing wage laws apply.

- Disclose and explain all pricing adjustments to each Participating Agency at the time of engagement. Adjustments must reflect the presence or absence of prevailing wage requirements in that jurisdiction and must be clearly identified as increases or decreases relative to the pricing submitted in response to the Lead Agency's solicitation.
- Ensure that all pricing complies with applicable federal, state, or local wage laws and proportionate to the labor rates required in each Participating Agency's jurisdiction.

E. Monitoring and Adjustments

1. The Contractor is solely responsible for monitoring, tracking, and implementing changes to prevailing wage rates in all jurisdictions where services are performed under this contract. This includes
   - Reviewing updates from labor authorities.
   - Subscribing to wage bulletins.
   - Maintaining systems or procedures to ensure real-time compliance.
2. Rate revisions are effective immediately upon issuance by the governing authority and must be applied to all services performed after the effective date. The Contractor must:
   - Update internal rate schedules and invoicing systems to reflect the new rates.
   - Notify affected Participating Agencies of the rate changes.
   - Maintain documentation of the rate change, including the official issuance date and source.
   - Apply rate adjustments using the standard formula below, if applicable.
3. When prevailing wage rates increase during the contract term, the Contractor's pricing may be adjusted proportionally using the following formula.

Example:

A. Initial prevailing wage rate = $50 per hour
B. Increased prevailing wage rate = $60 per hour
C. Contractor's bid labor rate = $70 per hour

Percentage Increase = ($60 – $50) ÷ $50 = 20%
Adjusted Labor Rate = $70 + ($70 × 0.20) = $84 per hour

F. Non-Compliance and Penalties

Failure to comply with applicable federal, state, or local prevailing wage laws may result in any of the following actions:

- Suspension or termination of the cooperative contract or any related purchase orders by the Lead Agency or a Participating Agency.
- Reimbursement of overcharges, including any improperly billed labor costs.
- Referral to the appropriate enforcement authority, such as a federal, state, or local labor agency, which may investigate and impose legal penalties or fines as permitted by law.
- Disqualification from future contracting opportunities under this cooperative or other public procurement programs.
- Any other contractual remedies available under the terms of this agreement or applicable procurement laws.

G. Federal Funding Considerations

When services are performed pursuant to this cooperative contract and are funded in whole or in part by federal funds, the Contractor must comply with all applicable federal prevailing wage laws, including but not limited to the Davis-Bacon Act.

- Federal wage determinations issued by the U.S. Department of Labor for the applicable project locality shall govern and take precedence over any conflicting state or local requirements.
- The Contractor must ensure compliance with all federal recordkeeping obligations, including submission of certified payrolls, and must apply the correct wage classifications and fringe benefit requirements for the work performed.

H. Non Discrimination In Employment In Northern Ireland: Macbride Fair Employment Principles

In accordance with §165 of the State Finance Law, the Contractor stipulates that it either has no business operations in Northern Ireland, or if it does have such business operations, it shall take lawful steps in good faith to conduct such operations in accordance with the MacBride Fair Employment Principles.

PLEASE READ AND INITIAL EITHER STATEMENT #1 OR STATEMENT #2. DO NOT INITIAL BOTH STATEMENTS.

PM

____ 1. The Contractor, and any individual or legal entity in which the Contractor holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Contractor has no business operations in Northern Ireland.

____ 2. The Contractor, and any individual or legal entity in which the Contractor holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Contractor shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles and shall permit the independent monitoring of their compliance with such principles.

Signed by:
X Paul McArdle Signature

Paul McArdle
Print Name

SECTION H – REQUIREMENTS FOR NATIONAL COOPERATIVE CONTRACT

1. NATIONAL OFFERING. This Section H defines the expectations for qualifying Suppliers based on CoreTrust's and Lead Agency's requirements to market the resulting Master Agreement nationally to potential Participating Agencies. All transactions, purchase orders, invoices, and payments shall occur directly between Supplier and each Participating Agency, individually, and neither CoreTrust nor Lead Agency, including their respective agents, directors, employees, or representatives, shall be liable to Supplier for any acts, liabilities, damages, etc., of or incurred by any other Participating Agency. Supplier is responsible for knowing the tax laws in each state. These requirements are incorporated into and are considered an integral part of this solicitation and are hereby incorporated into the Administration Agreement and Master Agreement. CoreTrust reserves the right to determine whether to make the Master Agreement awarded by Lead Agency available to any Participating Agency, in its sole and absolute discretion, and any party submitting a response to this solicitation acknowledges that any award by Lead Agency does not obligate CoreTrust to make the Master Agreement available to Participating Agencies.

2. AUTHORIZATION OF CONTRACTORS, SUBCONTRACTORS, DEALERS, RESELLERS, AND DISTRIBUTORS. If Lead Agency or Respondent requires the use of contractors, subcontractors, dealers, resellers, or distributors to sell or service the Products & Services included in their proposal, the proposal should provide a list of or direct the proposal review team to where they can locate a list of the Respondent's dealers, resellers, or subcontractors who shall be authorized to sell through the contract in the event the Respondent receives a contract award. In the event Respondent receives a contract award and, during the term of such Master Agreement, additional or different contractors, subcontractors, dealers, resellers, or distributors are required by Lead Agency, Participating Agency, and/or Respondent (as applicable), the use of such additional or different contractors, subcontractors, dealers, resellers, or distributors shall be subject to the other party's consent (which approval shall not be unreasonably withheld, conditioned, or delayed) as evidenced in a writing signed by an authorized representative of each of Respondent and Lead Agency.

3. AWARD BASIS. The award of any Master Agreement resulting from this solicitation made by Lead Agency shall be the basis through which CoreTrust makes available the Master Agreement on a national level through the CoreTrust national cooperative contract program. If multiple Respondents are awarded by Lead Agency under the Master Agreement, those same Respondents shall be required to extend the Master Agreement to Participating Agencies through CoreTrust. Utilization of the Master Agreement by Participating Agencies shall be at the discretion of the individual Participating Agency. Certain terms of the Master Agreement specifically applicable to Lead Agency (*e.g*. governing law) are subject to modification for each Participating Agency as Supplier, such Participating Agency, and CoreTrust shall agree without being in conflict with the Master Agreement. Participating Agencies may request to enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in the Master Agreement (*i.e*. invoice requirements, order requirements, specialized delivery, diversity requirements such as minority and woman owned businesses, historically underutilized business, governing law, etc.). It shall be the responsibility of Supplier to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the Participating Agency. It shall further be the responsibility of Supplier to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of the Master Agreement and adjust wage rates accordingly. Any supplemental agreement developed as a result of the Master Agreement is exclusively between the Participating Agency and Supplier (contract sales are reported to CoreTrust).

4. MARKETING, SALES, AND ADMINISTRATIVE SUPPORT. CoreTrust shall provide marketing, sales, and administrative support to Supplier as determined by CoreTrust to market and promote the Products & Services on a national level. Such support and Supplier obligations shall be further detailed in the Administrative Agreement and may include, without limitation, training support, marketing collateral, website materials, participation in pitches and sales calls, trade shows, advertising, and social media campaigns.

5. ADMINISTRATIVE FEE. Suppliers shall be obligated to remit an Administrative Fee to CoreTrust in consideration of CoreTrust's support of the Program. Such Administrative Fee shall be paid by Supplier in accordance with the terms of the Administration Agreement.

[Remainder of page intentionally left blank.]

SECTION I – FORM OF MASTER AGREEMENT

[Attachment to Follow]

MASTER COOPERATIVE PURCHASING AGREEMENT

THIS MASTER COOPERATIVE PURCHASING AGREEMENT (this "**Master Agreement**") is entered into as of the Effective Date (as defined herein) by and between Lead Agency and Supplier (each a "**Party**" and together the "**Parties**").

RECITALS

WHEREAS, The Town of Delight, Arkansas serves as a lead agency (a "**Lead Agency**") for CoreTrust Purchasing Group LLC ("**CoreTrust**"), a national cooperative purchasing organization, by publicly procuring Master Agreements for products and services (the "**Program**") to be made available to current and prospective CoreTrust cooperative purchase program participants ("**Program Participant**");

WHEREAS, CoreTrust is Lead Agency's third-party procurement administrator and duly authorized agent managing procurement, contract management, marketing, sales, reporting, and financial activities of, for, and on behalf of Lead Agency;

WHEREAS, any Public Sector Entity may participate in the Program as a Program Participant to the extent permitted by applicable state, region, territory, and/or national law. The term "**Public Sector Entity**" includes without limitation state, county, city, special district, and/or local government entities, school districts, private and public educational institutions, political subdivisions, state/regional/territorial agencies, state/regional/territorial governments, and other entities receiving financial support from tax monies and/or public funds;

WHEREAS, CoreTrust makes its Master Agreements available through groups and associations ("**Association Partners**") that contract with CoreTrust to provide additional benefits to such Association Partners' members;

WHEREAS, Program Participants, Association Partners, and Association Partners' members are referred to herein as "**CoreTrust Participants**;"

WHEREAS, Lead Agency issued a best value solicitation ("**solicitation**") on behalf of CoreTrust Participants and solicited responses from companies ("**Respondent(s)**") for Commercial Foods with related products and services, as further described in Supplier's cost proposal submission (collectively, "**Products & Services**"), and awarded a contract to Supplier; and

WHEREAS, CoreTrust shall make available this Master Agreement to Program Participants for procurement of Supplier's Products & Services, and Supplier shall provide the same to Program Participants subject to this Master Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

1. PERSONNEL; EQUIPMENT. Supplier shall provide the Products & Services to all Program Participants at the prices set forth in its cost proposal submission delivered in response to the solicitation. Supplier shall engage such subcontractors, personnel, and/or specialized equipment necessary to furnish Products & Services to all Program Participants throughout the Term of this Master Agreement.

2. SUPPLEMENTAL AGREEMENTS. No separate agreement shall apply to the Products & Services ordered under this Master Agreement.

3. PRICING

a. Charges. All amounts to be paid by Program Participants for Products & Services are provided in the cost proposal attached to the solicitation as Section O ("**Cost Proposal**"). Supplier agrees that there are no other rates, fees, charges, or other monetary incentives for Products & Services except those listed in Supplier's Cost Proposal.

b. Restrictions. All pricing is "Not-To-Exceed," where Program Participants shall receive pricing that does not exceed the per-unit pricing provided in Respondent's Cost Proposal. No price increases are permitted within the first ninety (90) days after the Effective Date hereof. Thereafter, Supplier shall notify CoreTrust in writing immediately upon Supplier's determination of any price increase, and all price increases shall be requested in writing to Lead Agency. Supplier shall deliver to Lead Agency manufacturer documentation or a formal cost justification letter simultaneous with such request. For clarity, price increases must be approved in writing by Lead Agency's authorized representative in order to take effect, and no payment for additional materials or services beyond the amount

stipulated in the Cost Proposal shall be paid without such prior approval. Supplier shall maintain all current pricing on file with CoreTrust, and shall provide to CoreTrust all price changes using the same format as was accepted in the original awarded contract.

4. TERM; TERMINATION

a. Term. This Master Agreement commences as of the effective date ("**Effective Date**") identified in the Master Agreement Acceptance Form attached to the solicitation as Section J ("**Master Agreement Acceptance Form**") and continues for the later of: (i) three (3) years; and (ii) the expiration date identified in the Master Agreement Acceptance Form ("**Termination Date**") unless extended, terminated, or canceled as set forth herein ("**Initial Term**"). Thereafter, Lead Agency may opt to renew his Master Agreement for two (2) additional one (1) year period(s) (each, a "**Renewal Term**") unless this Master Agreement is earlier terminated as set forth herein. By the Parties' mutual written consent, the Term of this Master Agreement may be extended beyond the Initial and Renewal Term(s) ("**Extended Term**"). The Initial Term together with all Renewal Terms and Extended Terms exercised are hereinafter collectively referred to as the "**Term**."

b. Termination. Each Party may terminate this Master Agreement: (i) at any time upon mutual written consent of all Parties' respective authorized representatives; (ii) upon ten (10) additional days' written notice in the event another Party breaches a material obligation hereunder, and (if such breach is curable) such Party fails to cure the breach or provide acceptable reassurance to the non-breaching Party(ies) within thirty (30) calendar days of receiving written notice thereof; and/or (iii) upon five (5) business days' written notice: (1) if another Party is adjudged insolvent or bankrupt or makes any assignment for the benefit of creditors; (2) upon the appointment of a receiver, liquidator, or trustee of another Party's property or assets; or (3) upon liquidation, dissolution, or winding up of another Party's business.

c. Effect of Termination. Upon termination of this Master Agreement for any reason, all Confidential Information shall be promptly returned to the Disclosing Party. Supplier shall immediately cease all sales of Products & Services to any Program Participant under and through the terms of this Master Agreement. Following the effective date of termination, Supplier shall not be precluded from selling its products and services to individuals, businesses, and entities that were Program Participants when this Master Agreement was in effect, either directly or through some other contract vehicle. Following the effective date of termination, Lead Agency and CoreTrust shall not be precluded from transitioning individuals, businesses, and entities that were Program Participants when this Master Agreement was in effect to another agreement or supplier.

5. CONFIDENTIALITY. This Section 5 shall apply solely to the extent permitted by applicable law. The non-public nature and details of the business relationship established hereunder, and each Party's ("**Disclosing Party**") non-public business information to which another Party (the "**Receiving Party**") becomes privy during the Term, constitute the Disclosing Party's confidential and proprietary information ("**Confidential Information**"), the disclosure, copying, or distribution of which in breach of this Master Agreement could result in harm to the Disclosing Party. Each Party shall maintain the other Parties' Confidential Information in the strictest confidence and shall not disclose, copy, or distribute the other Parties' Confidential Information, whether orally or in writing, directly or indirectly, in whole or in part, except to those of the Receiving Party's employees, agents, subcontractors, consultants, and suppliers with a need to know the Confidential Information who are bound: (a) in writing to these confidentiality obligations; and/or (b) by a professional duty of confidentiality. The foregoing shall not limit a Receiving Party, for purposes of marketing, from informing actual or potential CoreTrust Participants of the existence of a general contractual relationship between the Parties. The confidentiality obligations set forth in this Section shall continue in effect for the Term and thereafter for so long as permitted under applicable law. For clarity, "Confidential Information" shall not include information: (i) which is or becomes generally available to the public other than through the fault of the Receiving Party or a third party acting on the Receiving Party's behalf; (ii) which was available on a non-confidential basis prior to its disclosure by the Disclosing Party; and/or (iii) which becomes available to a Receiving Party on a non-confidential basis from a source other than the Disclosing Party or its representatives (provided, such source is not known by the Receiving Party to be subject to any prohibition against transmitting the information). Notwithstanding anything to the contrary herein, if a Receiving Party is required by applicable law, legal process, and/or court of competent jurisdiction to disclose the Disclosing Party's Confidential Information, the Receiving Party shall: (1) promptly notify the Disclosing Party in writing (to the extent legally permitted) so that the Disclosing Party may seek a protective order or other appropriate remedy; (2) furnish only that portion of the Confidential Information which is legally required; and (3) reasonably cooperate with the Disclosing Party's defense against such compelled disclosure (if any), at the Disclosing Party's expense and written request.

6. INDEMNIFICATION. Supplier shall hold the CoreTrust harmless from, and indemnify CoreTrust against, any and all claims, demands, and actions based upon or arising out of any activities the Supplier and its employees and agents may perform under this Master Agreement and any related contracts or orders thereunder. Supplier shall defend any and all actions brought against CoreTrust based upon any such claims or demands.

7. INSURANCE. During the Term and for two (2) years following expiration or termination of this Master Agreement, Supplier at its own expense shall maintain, and shall require its agents, subcontractors, and suppliers engaged in Supplier's performance of its duties hereunder to maintain, general liability insurance, property insurance, and automobile insurance (at a minimum, in the amount of $1,000,000 per occurrence/$5,000,000 annual aggregate) applicable to any claims, liabilities, damages, costs, and expenses arising out of its performance under this Master Agreement and with respect to, or arising out of, Supplier's provision of Products & Services to Program Participants. Lead Agency, CoreTrust, and their respective officers, directors, employees, and agents shall be named as certificate holders on Supplier's related insurance policies. All such insurance policies shall incorporate a provision requiring written notice to Lead Agency and CoreTrust at least thirty (30) days prior to the cancellation, non-renewal, and/or material modification of any such policies. Supplier shall submit to CoreTrust within ten (10) calendar days after the Effective Date, and prior to furnishing Products & Services to any Program Participants, valid certificates evidencing the effectiveness of the foregoing insurance policies. Supplier shall provide such valid certificates on an annual basis until the terms of this Section are no longer applicable.

8. AUDIT. Lead Agency, whether directly or through an independent auditor or accounting firm, may perform audits of Supplier materials, including inspection of books, records, and computer data relevant to Supplier's provision of Products & Services to Program Participants pursuant to this Master Agreement, to ensure that pricing, inventory, quality, process, and business controls are maintained; provided, such inspections and audits shall be conducted upon reasonable notice to Supplier and in a manner not unreasonably interfering with Supplier's ordinary business operations.

9. MISCELLANEOUS

a. Submission Review. Lead Agency shall review proposed Respondent contract documents. Respondent's contract document shall not become part of Lead Agency's and CoreTrust's contract with Respondent unless and until an authorized representative of each of Lead Agency and CoreTrust reviews and approves it in writing.

b. General. This Master Agreement, together with all solicitation components of the solicitation, the components of Supplier's proposal, attachments, appendices, and exhibits hereto, constitutes the Parties' entire agreement with respect to the subject matter hereof and supersedes all prior oral or written representations and agreements with regard to the same. Supplier's complete and final solicitation response is hereby incorporated into and made part of this Master Agreement. No release, discharge, abandonment, waiver, alteration, or modification of any provision of this Master Agreement shall be binding upon any Party unless set forth in a writing signed by authorized representatives of the Parties. This Master Agreement should be construed without regard to any rule requiring interpretation against the drafting Party. Waiver by any Party(ies) of or the failure of any Party(ies) hereto to enforce at any time its rights with regard to any breach or failure to comply with any provision of this Master Agreement by the other Party(ies) may not be construed as, or constitute, a continuing waiver of such provision, or a waiver of any other future breach of or failure to comply with the same provision or any other provision of this Master Agreement. If any provision hereof is found by a court of competent jurisdiction to be invalid or unenforceable, it shall be enforced to the extent permissible and the remainder of this Master Agreement shall remain in full force and effect. This Master Agreement may be executed in one or more counterparts, each of which shall be deemed an original. For purposes of this Master Agreement, a facsimile, scanned, or electronic signature shall be deemed an original signature. In the event of conflict between terms in this Master Agreement and the terms of the solicitation or any section or attachment thereto, the following order of precedence applies: (i) the terms in the body of this Master Agreement; (ii) specifications and scope of work, as awarded; (iii) attachments and exhibits to the Master Agreement; (iv) the solicitation and all attachments thereto; and (v) Respondent's proposal and all attachments thereto.

c. Force Majeure. The Parties' obligations hereunder shall be temporarily suspended during any period a Party is unable to carry out its obligations under this Master Agreement by reason of a Force Majeure Event. For purposes of this Master Agreement, a "**Force Majeure Event**" means an occurrence negatively affecting a Party's performance hereunder and which is beyond such Party's reasonable control, including an act of God or public enemy, act of terrorism, pandemic or epidemic, fire, flood, civil commotion, or closing of the public highways. No Party shall have any responsibility to the other Party for a delay in performance nor failure to perform to the extent this Master Agreement is so temporarily suspended; provided: (i) nothing contained herein shall apply to payment obligations

with respect to obligations which have already been performed under this Master Agreement; and (ii) the affected Party: (1) promptly notifies the other Party of such Force Majeure Event and the reasonably expected duration thereof; (2) exercises commercially reasonable efforts to promptly remedy, remove, or mitigate the effects of such Force Majeure Event to the extent reasonably possible; and (3) promptly resumes performance of any suspended obligation upon cessation of such Force Majeure Event.

d. Assignment. This Master Agreement and the rights and obligations hereunder are not assignable by any Party hereto without the prior written consent of the other Parties, which consent shall not be unreasonably withheld, conditioned, or delayed; provided, Supplier may assign its respective rights and obligations under this Master Agreement without the consent of the other Parties in the event Supplier undergoes a corporate reorganization, consolidation, merger, sale, or transfer of all or substantially all of its assets to another entity. Subject to the preceding sentence, this Master Agreement shall be binding upon, inure to the benefit of, and be enforceable by the Parties and their respective successors and assigns. Any instrument purporting to make an assignment in violation of this Section shall be null and void. This Master Agreement may be extended to additional entities affiliated with the Parties upon the mutual written agreement of the Parties' authorized representatives; provided, no such extension shall relieve the extending Party of its rights and obligations under this Master Agreement.

e. Relationship. Nothing contained in this Master Agreement creates any agency, partnership, or other joint enterprise between the Parties. The Parties shall at all times be independent contractors. No Party has authority to contract for or bind another Party in any manner whatsoever except as expressly permitted under this Master Agreement. This Master Agreement is made solely for the benefit of the Parties, and no third party shall acquire or have any right under or by virtue of this Master Agreement.

f. Governing Law. This Master Agreement shall be governed by and construed in accordance with the laws of the State of ARKANSAS and the United States of America, without regard to their respective conflict of laws principles. THE PARTIES EACH EXPRESSLY SUBMIT AND CONSENT TO THE JURISDICTION OF ANY COURT HAVING JURISDICTION OVER PIKE COUNTY, ARKANSAS WITH RESPECT TO ANY LEGAL PROCEEDING ARISING OUT OF, OR RELATING TO, THIS MASTER AGREEMENT. EACH PARTY EXPRESSLY WAIVES ANY OBJECTION THAT IT MAY HAVE BASED UPON LACK OF PERSONAL JURISDICTION, IMPROPER VENUE, OR *FORUM NON CONVENIENS*. In the event any Party initiates a suit and that suit is adjudicated by a court of competent jurisdiction, the prevailing Party shall be entitled to pursue recovery of reasonable attorneys' fees and costs from the non-prevailing Party, in addition to any other relief to which such court determines the prevailing Party is entitled or awarded.

g. Survival. In addition to those provisions which by their nature survive the expiration or termination of this Master Agreement, Sections 2 and 4 through 9 shall so survive.

h. Notice. All notices, claims, certificates, requests, demands, and other communications required or permitted hereunder must be in writing and shall be deemed effective: (i) when delivered personally to the recipient; (ii) the next business day following deposit with a nationally recognized overnight courier service; and/or (iii) three (3) days following deposit with the U.S. Postal Service if by certified or registered mail, return receipt requested and postage prepaid. The Parties agree that the day-to-day business communications may be made via electronic communication. Written notices to Supplier shall be sent to the remittance address provided with Supplier's proposal, and written notices to Lead Agency shall be sent to the below address(es), as may be updated from time to time pursuant to this Section.

If to Lead Agency:

Town of Delight
200 School Street
Delight, AR 71940

With a copy to:

CoreTrust Purchasing Group LLC
Attn: Drew Tuller, Senior Director Sales, Public Sector
601 11th Avenue North, 7th Floor
Nashville, Tennessee 37203

SECTION J – MASTER AGREEMENT ACCEPTANCE FORM

[Attachment to Follow]

Docusign Envelope ID: 828B6564-6B7E-8986-81A8-B392EDCEE094

coretrust | Public Sector

MASTER AGREEMENT ACCEPTANCE FORM

RESPONDENTS MUST SUBMIT THIS FORM COMPLETED AND SIGNED WITH THEIR RESPONSE IN ORDER TO BE CONSIDERED FOR AN AWARD.

The undersigned hereby proposes and agrees to furnish Products & Services in strict compliance with the terms, specifications, and conditions contained within this solicitation and the Master Agreement at the prices proposed within the submitted proposal, unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Respondent, and that the contents of this proposal as to prices, terms, or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Company Name	Entegra Procurement Services, LLC
Address	915 Meeting Street, Suite 1400
City/State/ZIP	North Bethesda, MD 20852
Phone Number	1-866-368-3472
Email Address	CallCenter.USA@clientps.com
Printed Name	Paul McArdle
Job Title	Chief Executive Officer, North America

Master Agreement Effective Date	March 26,2026
Master Agreement Termination Date	March 25, 2031
Contract Number	24COR-26 Commercial Food
Exception	Exceptions to the Master Agreement are included in the exception document.

Entegra

Signed by: Paul McArdle
DAA0FDE51E1F438...
Authorized Signature

Paul McArdle
Printed Name

CEO Entegra North America
Title

2/3/2026
Date

THE TOWN OF DELIGHT, ARKANSAS

Signed by: Lee Gatliff
83973FAE40444D6...
Authorized Signature

Lee Gatliff
Printed Name

Mayor
Title

3/27/2026
Date

SECTION K – FORM OF ADMINISTRATION AGREEMENT

[Attachment to Follow]

Docusign Envelope ID: 828B6564-6B7E-8986-81A8-B392EDCEE094

ADMINISTRATION AGREEMENT

THIS ADMINISTRATION AGREEMENT, including the Terms and Conditions attached hereto as Attachment A (collectively, this "**Admin Agreement**") is entered into as of March 27, 2026 ("**Effective Date**") by and between CoreTrust Purchasing Group LLC, a Delaware limited liability company ("**CoreTrust**") and the Party identified in the table below ("**Supplier**") (each a "**Party**" and together the "**Parties**").

This Admin Agreement sets forth certain terms between CoreTrust and Supplier that apply to Supplier's provision of Products & Services to governmental agencies participating in CoreTrust's national cooperative purchasing program ("**Participating Agencies**"). For purposes of this Admin Agreement, any lead agency shall also be a Participating Agency.

Supplier Full Name:	**Entegra Procurement Services, LLC**
Supplier Address:	**915 Meeting Street, Suite 1400 North Bethesda, MD 20852**

Supplier National Account Manager:		**Notice Address(es)* per Section 6(f):**
Name:	**Tawni Mabel**	Entegra Attn: Jeff Porterfield 915 Meeting Street, 15th Floor Bethesda, MD 20852 Entegra Attn: Fernando Nishio 915 Meeting Street, 15th Floor Bethesda, MD 20852
Title:	**Director Client Services**	
Telephone:	**801-455-8705**	
Email:	tawni.mabel@entegraps.com	

CoreTrust Point of Contact:		**Notice Address(es) per Section 6(f):**
Name:	Drew Tuller	CoreTrust Purchasing Group LLC Attn: Chief Revenue Officer 601 11th Avenue North, 7th Floor Nashville, Tennessee 37203 With a copy to: CoreTrust Purchasing Group LLC Attn: General Counsel 601 11th Avenue North, 7th Floor Nashville, Tennessee 37203
Title:	Senior Director Sales, Public Sector	
Telephone:	518-538-1948	
Email:	Drew.Tuller@coretrustpg.com	

IN WITNESS WHEREOF, CoreTrust and Supplier have signed this Admin Agreement by their duly authorized representatives as of the Effective Date.

CORETRUST PURCHASING GROUP LLC

DocuSigned by:
James Hallock
B8E312074BE546B...

Authorized Signature
James Hallock

Printed Name

SUPPLIER

Signed by:
Paul McArdle
DAA0FDE51E1F438...

Authorized Signature
Paul McArdle

Printed Name

ATTACHMENT A – TERMS AND CONDITIONS

1. PARTY OBLIGATIONS

a. Mutual. Each Party shall cooperate in good faith to reasonably enable each Participating Agency's procurement of the Products & Services as contemplated hereunder.

b. CoreTrust. In addition to and without limiting Sections 1(a) and 4, CoreTrust shall conduct the following activities pursuant to this Admin Agreement and (as applicable) the Plan:

(i) Supplier Sales Training. CoreTrust shall during the Term develop, as appropriate and subject to Supplier approval (which approval shall not be unreasonably withheld, conditioned, or delayed), various sales training materials, sales tools, and marketing collateral to promote Supplier's Products & Services. In addition to the foregoing, CoreTrust shall (as appropriate) during the Term, and subject to CoreTrust's scheduling requirements: (1) conduct periodic sales trainings with Supplier sales representatives assigned to sell Products & Services; (2) provide such sales representatives with marketing collateral and sales tools to utilize with the Organizations, with particular focus on CoreTrust's procurement process and Organizations' legal ability in any applicable state (as further described in the Attachments) to purchase Products & Services without having to conduct their own bid or solicitation process; and (3) attend at least one Supplier company-wide sales and / or leadership meeting per year.

(ii) General Sales Support. CoreTrust shall, subject to CoreTrust's scheduling requirements, engage in Supplier sales efforts as agreed in writing between the Parties through participating in: (1) individual sales calls; (2) joint sales calls; (3) communications and customer service; (4) discussions and communication with Organizations during the sales process to address questions related to CoreTrust's procurement process, legal authority to purchase through the Cooperative Program, and Cooperative Program design; (5) trainings for Participating Agencies' teams; (6) regular business reviews to monitor Cooperative Program success; and (7) general contract administration.

(iii) Marketing. CoreTrust shall incorporate information about the Products & Services into CoreTrust's website and general collateral materials. CoreTrust and Supplier shall jointly develop and approve marketing materials to promote Products & Services, such as website content, print materials, talking points, press releases, and general correspondence. Subject to CoreTrust's scheduling requirements, CoreTrust shall market the Products & Services to Organizations as part of CoreTrust's ongoing Cooperative Program and other marketing activities, which may consist of: (1) general marketing of all of CoreTrust's master agreements, including Supplier's Products & Services; (2) marketing of Supplier's Products & Services specifically and / or as part of a package of selected master agreements to targeted Organizations; and (3) attending trade shows, conferences, and meetings, among other activities in CoreTrust's reasonable discretion.

c. Supplier. In addition to and without limiting Sections 1(a) and 4, Supplier shall conduct the following activities pursuant to this Admin Agreement and (as applicable) the Plan:

(i) Contract Administrator; Registration. Supplier shall identify a national account manager on the Cover Page and a separate executive corporate sponsor, each of whom is responsible for the overall management of this Admin Agreement, and notify CoreTrust promptly in writing following any change to such designee(s). Supplier is responsible for ensuring that each Organization has completed CoreTrust's registration process as designated by CoreTrust to Supplier prior to processing such Organization's first order.

(ii) Sales Commitment. Supplier shall market the Cooperative Program in the public sector as more thoroughly described in this Admin Agreement and the Plan. Supplier shall make available to interested Organizations such price lists or quotes as may be necessary for such Organizations to evaluate potential purchases of Products & Services, including without limitation publicizing and directly marketing to the Organizations (through print materials, appearances at conferences and promotional events, and other advertising and marketing activities) the benefits of CoreTrust's Cooperative Program and purchasing Products & Services through Supplier. Where Supplier has an existing contractual relationship for Products & Services with a state, Supplier shall notify such state of the Cooperative Program and transition the state to the pricing, terms, and conditions of a CoreTrust master agreement upon the state's request; provided, regardless of whether the state decides to transition to such master agreement, Supplier shall offer such master agreement to all Organizations located within the state.

(iii) Marketing and Training Commitment. Supplier shall, as more thoroughly set forth in the Plan (as applicable): (1) conduct training and education services about the Cooperative Program for the Organizations according to CoreTrust's reasonable scheduling requirements; (2) provide CoreTrust access to and use of Supplier's documents, presentations, and other materials applicable to this Admin Agreement and the services contemplated hereunder to enable CoreTrust to promote its Cooperative Program as contemplated hereunder; and (3) upon CoreTrust's reasonable request, provide information about the Participating Agencies' procurement of Products & Services which CoreTrust may use to improve its procurement processes.

(iv) Plan. Supplier shall work with CoreTrust to develop a Plan within the first ninety (90) days of the Term.

(v) Supplier Content. As requested by CoreTrust, Supplier shall provide Supplier Content for use on CoreTrust websites and for general marketing and publicity purposes as contemplated hereunder. During the Term, Supplier hereby grants to CoreTrust and its affiliates a non-exclusive, worldwide, royalty-free, transferable and sublicensable right and license to

reproduce, modify, distribute, publicly perform, publicly display, and use Supplier Content to perform CoreTrust's obligations under this Admin Agreement.

(vi) Performance Review. During the Term, upon CoreTrust's reasonable request, Supplier shall participate in a performance review meeting with CoreTrust to evaluate Supplier's performance hereunder with respect to the marketing of the Program.

2. TERM; TERMINATION

a. Term. The Term of this Admin Agreement five (5) years.

b. Termination. Supplier's failure to maintain its covenants and commitments contained in this Admin Agreement shall constitute a material breach of this Admin Agreement. If such breach is not cured within thirty (30) days of written notice to Supplier, in addition to any and all remedies available at law or equity, CoreTrust shall have the right to terminate this Admin Agreement, at CoreTrust's sole discretion.

c. Effects of Termination. Upon termination of this Admin Agreement for any reason: (i) Supplier shall continue making Administrative Fee payments to CoreTrust generated by Participating Agencies' purchase of Products & Services to the extent that Supplier continues to generate revenue from each Participating Agency's purchase of such Products & Services; and (ii) each Party shall immediately cease use of the other Party's trademarks, names, and logos.

3. FEES

a. Administrative Fee. Supplier shall pay CoreTrust the Administrative Fee for the preceding calendar month no later than thirty (30) days following the end of such calendar month. The Administrative Fee is payable in U.S. Dollars via wire to the payment account designated in writing by CoreTrust. All Administrative Fees not paid when due shall bear interest at a rate equal to the lesser of one-and-one-half percent (1.5%) per month or the maximum rate permitted by law until paid in full.

b. Reporting. No later than thirty (30) days after the end of each calendar month during the Term, Supplier shall deliver to CoreTrust the Administrative Fee Report. CoreTrust may compare Supplier's Administrative Fee Report with Participating Agencies' records and, if CoreTrust identifies a material discrepancy, CoreTrust shall notify Supplier in writing, and Supplier shall have thirty (30) days thereafter to resolve such discrepancy to CoreTrust's reasonable satisfaction. If such resolution requires payment of additional Administrative Fee amounts, Supplier shall remit payment of such balance to CoreTrust no later than fifteen (15) days thereafter; provided, if Supplier disputes CoreTrust's finding(s) of a discrepancy and / or the underlying Participating Agency documentation, the Parties shall engage an independent auditor to evaluate such discrepancy, and the cost of such independent audit shall be borne by Supplier. Additionally, in an effort to provide Participating Agencies transparency, Supplier will work with CoreTrust in providing transactional reporting via SFTP process or API connection ("**Agency Report**"). The Agency Report will capture itemized spend information, to the extent possible, identified by a Participating Agency, and will occur at a cadence set by CoreTrust, not to exceed monthly.

c. Audit. CoreTrust, whether directly or through an independent auditor or accounting firm, shall have the right to perform audits of Supplier's records related to its performance under this Admin Agreement, including inspection of books, records, and computer data relevant to Supplier's provision of Products & Services to Participating Agencies, to ensure that pricing, inventory, quality, process, and business controls are maintained; provided, such inspections and audits shall be conducted upon reasonable notice to Supplier and so as not to unreasonably interfere with Supplier's business or operations.

4. LEAD AGENCY COMPENSATION

a. Consideration. In consideration of the Lead Agency's role in developing, issuing, evaluating, and awarding the cooperative solicitation and resulting Master Agreement(s), CoreTrust Purchasing Group LLC ("CoreTrust") agrees to remit to the Lead Agency five percent (5%) of the total administrative fees collected by CoreTrust from Participating Suppliers under this Agreement.

b. Payment Schedule. Payments shall be made quarterly, within thirty (30) days following CoreTrust's receipt of the applicable administrative fees and shall be accompanied by a summary statement identifying the total fees received and the corresponding amount remitted to the Lead Agency.

c. Audit and Reconciliation. All such payments shall be subject to reconciliation and audit under Section 3(c) of this Agreement. CoreTrust's obligation is limited to the amount of administrative fees actually collected from Participating Suppliers.

d. No Impact on Participating Agencies or Suppliers. This provision applies solely between CoreTrust and the Lead Agency and imposes no cost, deduction, or obligation on any Participating Agency or Supplier.

5. REPRESENTATIONS & WARRANTIES

a. Mutual. Each Party hereby represents, warrants, and covenants that it does as of the Effective Date and shall during the Term comply with all applicable federal, state, and local laws, rules, regulations, and ordinances.

b. By Supplier. Supplier hereby represents and warrants that: (i) this Admin Agreement has received all necessary corporate authorizations and support of Supplier's executive management; (ii) it shall promote and market CoreTrust's Cooperative Program to Organizations; (iii) its sales force shall be trained, engaged, and committed to offering a master agreement to Organizations

through CoreTrust in the geographies agreed between the Parties; (iv) all sales under such master agreement shall be accurately and timely reported to CoreTrust; (v) its sales force shall be compensated, including sales incentives, for sales to Participating Agencies under the master agreement in a consistent or better manner compared to sales to Organizations if Supplier were not awarded such master agreement; (vi) it is the owner of or otherwise has the unrestricted right to grant the rights in and to Supplier Content as contemplated hereunder; and (vii) Supplier Content and any other materials or services provided to CoreTrust as contemplated hereunder shall not infringe, misappropriate, or otherwise violate the intellectual property or proprietary rights of any third party.

6. INDEMNIFICATION; LIMITATION OF LIABILITY

a. Indemnification. Supplier shall hold CoreTrust harmless from, and indemnify CoreTrust against, any and all claims, demands, and actions based upon or arising out of any activities the Supplier and its employees and agents may perform under this Admin Agreement and any related contracts or orders thereunder. Supplier shall defend any and all actions brought against CoreTrust based upon any such claims or demands.

b. Disclaimer. With respect to any purchases by any Participating Agency, CoreTrust shall not be: (i) construed as a dealer, re-marketer, representative, partner, or agent of any type of Supplier or any Participating Agency; (ii) obligated by, liable for, or in any way responsible for the Products & Services or any order of Products & Services made by any Participating Agency or any employee thereof or for any payment required to be made with respect to such order for Products & Services; and / or (iii) obligated by, liable for, or in any way responsible for any failure by any Participating Agency to comply with procedures or requirements of applicable law or to obtain the due authorization and approval necessary to purchase Products & Services. CoreTrust makes no representation or guaranty with respect to any minimum purchases by any Participating Agency, whether individually or collectively, or any employee thereof under this Admin Agreement. CORETRUST EXPRESSLY DISCLAIMS ALL EXPRESS AND IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING CORETRUST'S PERFORMANCE AS A CONTRACT ADMINISTRATOR. CORETRUST SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF CORETRUST IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. The terms of this Section 5 shall survive the termination of this Admin Agreement.

7. MISCELLANEOUS

a. General. This Admin Agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior agreements, arrangements, representations, and understandings relating to the same (written or oral). All Attachments hereto are hereby incorporated and made a part of Admin Agreement. Any conflict among the terms and conditions of any document associated herewith shall be resolved in the following order of precedence: (i) any Attachment; (ii) these Terms and Conditions; and (iii) any other such associated document. This Admin Agreement may be amended, modified, or supplemented only by a written document expressly indicating such intent of the Parties that is executed and delivered by an authorized representative of each Party. No failure or delay by a Party in exercising any right, power, or privilege hereunder shall operate as a waiver, nor shall any single or partial exercise thereof preclude any further exercise of any right, power, or privilege. If a court of competent jurisdiction finds any provision of this Admin Agreement unenforceable or invalid, then such provision shall be ineffective to the extent of the court's ruling, and all remaining portions of the Admin Agreement remain in full force and effect. This Admin Agreement may be executed in two or more counterparts, and manually-executed counterparts may be delivered in electronic form, each of which is deemed an original, and all of which together constitute one and the same instrument. Paragraph headings contained herein are for reference only and are not substantive parts of this Admin Agreement. The use of the singular or plural shall include the other form. As used in this Admin Agreement, all references to "include" or "including" mean inclusive by way of example, and not restrictive by way of limitation, and all references to "day(s)" mean calendar days unless otherwise indicated. This Admin Agreement shall not be construed as prepared by one Party, but rather as if the Parties jointly prepared the same.

b. Relationship. Nothing contained in this Admin Agreement creates any agency, partnership, or other joint enterprise between the Parties. The Parties shall at all times be independent contractors. Neither Party has authority to contract for or bind the other in any manner whatsoever except as expressly set forth in this Admin Agreement. This Admin Agreement is made solely for the benefit of the Parties, and no other persons shall acquire or have any right under or by virtue of this Admin Agreement. Except as otherwise provided herein, all representations, warranties, covenants, and agreements of the Parties shall remain in full force and effect regardless of any termination of this Admin Agreement, in whole or in part.

c. Assignment. Supplier shall not assign this Admin Agreement nor its rights or obligations hereunder without CoreTrust's advance written consent. CoreTrust may in its sole discretion assign this Admin Agreement and / or its rights or obligations hereunder, if to a legal entity that has the authority and capacity to perform CoreTrust's obligations under this Admin Agreement. Any assignment in violation of this Section shall be null and void. This Admin Agreement shall bind upon and inure to the benefit of the Parties, their successors, and permitted assigns.

d. Governing Law. This Admin Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee and the United States of America, without regard to their respective conflict of laws principles. SUPPLIER AND CORETRUST EACH EXPRESSLY SUBMIT AND CONSENT TO THE JURISDICTION OF ANY TENNESSEE STATE COURT SITTING IN NASHVILLE, TENNESSEE OR THE UNITED STATES DISTRICT COURT FOR THE MIDDLE DISTRICT OF

TENNESSEE WITH RESPECT TO ANY LEGAL PROCEEDING ARISING OUT OF, OR RELATING TO, THIS ADMIN AGREEMENT. EACH PARTY EXPRESSLY WAIVES ANY OBJECTION THAT IT MAY HAVE BASED UPON LACK OF PERSONAL JURISDICTION, IMPROPER VENUE, OR *FORUM NON CONVENIENS*.

e. Force Majeure. The Parties' obligations hereunder shall be temporarily suspended during any period a Party is unable to carry out its obligations under this Admin Agreement by reason of a Force Majeure Event. Neither Party shall have any liability to the other Party for a delay in performance nor failure to perform to the extent this Admin Agreement is so temporarily suspended; provided: (i) nothing contained herein shall apply to payment obligations with respect to obligations which have already been performed under this Admin Agreement; and (ii) the affected Party: (1) promptly notifies the other Party of such Force Majeure Event and the reasonably expected duration thereof; (2) exercises commercially reasonable efforts to promptly remedy, remove, or mitigate the effects of such Force Majeure Event to the extent reasonably possible; and (3) promptly resumes performance of any suspended obligation upon cessation of such Force Majeure Event.

f. Notices. Each Party shall deliver all notices hereunder to the respective address provided on the Cover Page (as a Party may update pursuant to this Section 6(f)), by: (i) personal h, effective on delivery; (ii) certified mail, return receipt requested and postage prepaid, effective three (3) days following deposit with the U.S. Postal Service; or (iii) nationally recognized overnight courier service, effective the next business day following deposit therewith. The Parties may exchange correspondence via email concerning ordinary business matters hereunder; provided, formal notices due under this Admin Agreement are not effective unless sent pursuant to this Section 6(f).

g. Publicity. A Party may issue press releases or other public announcements with respect to this Admin Agreement only with the prior written consent of the other Party's authorized representative. CoreTrust may use Supplier's trademarks, names, and logos as provided by Supplier to CoreTrust. CoreTrust authorizes Supplier to use CoreTrust's trademarks, names, and logos solely as provided by CoreTrust to Supplier and for the purposes of this Admin Agreement. Each Party's use of the other Party's trademarks, names, and logos shall be limited to standard communication, including correspondence, newsletters, and website material, and joint marketing efforts, including, but not limited to, utilizing the same on correspondence, collateral, agreements, websites, newsletters, or other marketing materials promoting the Products & Services pursuant to this Admin Agreement. Notwithstanding the foregoing, the Parties understand and agree that except as provided herein, no Party shall have any right, title, or interest in the other Party's trademarks, names, and/or logos.

8. DEFINITIONS

(a) "**Administrative Fee**" means an amount equal to three percent (3%) of the total sales price of all Products & Services purchased by the Participating Agencies and billed by Supplier (excluding taxes).

(b) "**Administrative Fee Report**" means an electronic report summarizing all sales made under the Cooperative Program during the preceding calendar month, in the form attached hereto as Schedule 1.

(c) "**Attachment**" means the appendices attached hereto and made a part of this Admin Agreement.

(d) "**Force Majeure Event**" means an occurrence negatively affecting a Party's performance hereunder and which is beyond a Party's reasonable control, including an act of God or public enemy, act of terrorism, pandemic or epidemic, fire, flood, civil commotion, or closing of the public highways.

(e) "**Cooperative Program**" means CoreTrust's group purchasing organization operations, including without limitation its arrangements with certain vendors, strategic service partners, and other group purchasing entities.

(f) "**Organization(s)**" means (collectively) state, county, city, special district, and / or local government entities, school districts, private and public educational institutions, political subdivisions, state / regional / territorial agencies, state / regional / territorial governments, and other governmental agencies and nonprofit organizations.

(g) "**Plan**" means the sales and marketing plan through which the Parties shall advertise the Cooperative Program and benefits associated therewith to the Organizations, which plan shall include without limitation details concerning: (i) issuing co-branded press releases; (ii) publishing Cooperative Program details and contact information on both CoreTrust and Supplier websites; (iii) scheduling and holding training on any master purchasing agreement for the sales teams of both CoreTrust and Supplier; (iv) jointly participating in national and regional conferences; (v) jointly attending national and regional Participating Agency networking events; and (vi) designing, publishing, and distributing co-branded marketing materials; (vii) engaging in ongoing marketing and promotion of the Cooperative Program for the entire Term (*e.g.*, developing and presenting case studies, collateral pieces, and presentations).

(h) "**Products & Services**" means those products and services provided or otherwise made available by Supplier under this Admin Agreement.

(i) "**Supplier Content**" means graphics, media, and other content Supplier provides or otherwise makes available to CoreTrust hereunder.

SCHEDULE 1 TO ATTACHMENT A - FORM OF ADMINISTRATIVE FEE REPORT

	File Type:	**ADMIN**	**Lead Agency ID:**	
	Supplier Name:		**Related Check/Wire #:**	
	Contract Number:		**Check/Wire Amount:**	
	Month:		**Total Fees for this Month for this contract:**	
	Year:			
	NOTE: For a complete list of Participating Agency ID's please check the CoreTrust Participating Agency Roster that is emailed to you by the CoreTrust. Every Participating Agency must have an ID listed with it. Please contact Customer Service at gethelp@coretrustpg.com if you need assistance.			
	DO NOT DELETE THIS ROW OR MARK IN CELL "A10" OR THE SYSTEM WILL NOT ACCEPT THE FILE.			
	Participating Agency ID (Provided by CoreTrust)	**Participating Agency Name**	**Monthly Net Sales**	**Monthly Admin Fees**

**All amounts to be stated in U.S. Dollars.*

Section L – Form of Master Intergovernmental Cooperative Purchasing Agreement

[Attachment to Follow]

MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

THIS MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT (this "**Agreement**") is entered into by and between those certain government agencies that execute a Lead Public Agency Certificate ("**Lead Agency(ies)**") with CoreTrust Purchasing Group LLC ("**CoreTrust**") to be appended and made a part hereof, and other government agencies (collectively, with Lead Agency, a "**Program Participant**") who participate in the cooperative purchasing programs administered by CoreTrust and / or its affiliates and subsidiaries (collectively, "**Program**") in the manner designated by Lead Agency and/or CoreTrust.

RECITALS

WHEREAS, after a competitive solicitation and selection process conducted by Lead Agencies, Lead Agencies enter into master agreements ("**Master Agreements**") with awarded suppliers to provide a variety of goods, products, and services ("**Products & Services**") to the applicable Lead Agency and Program Participants;

WHEREAS, Master Agreements are made available to Program Participants by Lead Agencies through the Program and provide that Program Participants may voluntarily purchase Products & Services on the same terms, conditions, and pricing as Lead Agency, subject to any applicable federal and / or local purchasing ordinances and the laws of the state of purchase;

WHEREAS, the parties hereto desire to comply with the requirements of any intergovernmental cooperative act, if applicable, to the laws of the state of purchase; and

WHEREAS, in addition to Master Agreements, the Program may from time-to-time offer Program Participants the opportunity to acquire Products & Services through other group purchasing agreements.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein and of the mutual benefits to result, the parties hereto agree as follows:

1. COOPERATION. Each party shall facilitate the cooperative procurement of Products & Services.

2. COMPLIANCE WITH LAWS. The procurement of Products & Services by the Program Participant shall be conducted in accordance with and subject to the relevant federal, state, and local statutes, ordinances, rules, and regulations that govern Program Participant's procurement practices.

3. COMPLIANCE WITH CONTRACTUAL REQUIREMENTS. The cooperative use of Master Agreements and other group purchasing agreements shall be conducted in accordance with the terms and conditions of such agreements, except as modification of those terms and conditions is otherwise allowed or required by applicable federal, state, or local law.

4. INFORMATION SHARING. The Lead Agencies shall make available, upon reasonable request, information about Master Agreements which may assist in facilitating and improving the procurement of Products & Services by the Program Participant.

5. AGREEMENT ACCESS. Program Participant agrees that the Program may provide access to group purchasing organization ("**Cooperative**") agreements directly or indirectly by enrolling Program Participant in another Cooperative's purchasing program; provided, the purchase of Products & Services shall be at Program Participant's sole discretion.

6. PAYMENT. Program Participant shall make timely payments to the distributor, manufacturer, or other vendor (each a "**Supplier**") for Products & Services procured and received through any Master Agreement (each a "**CoreTrust Agreement**") in accordance with the terms and conditions of the Master Agreement.

7. ADMINISTRATIVE FEE. Program Participant acknowledges and agrees that CoreTrust may receive fees ("**Administrative Fees**") from Suppliers, which are typically calculated as a percentage of the dollar value of purchases made by a Program Participant under a CoreTrust Agreement.

8. RESTRICTIONS. Program Participant agrees that Products & Services purchased under any Master Agreements are for Program Participant's own use in the conduct of its business, and in no event shall Program Participant sell, resell, lease, or otherwise transfer goods purchased through CoreTrust Agreements to an unrelated third party unless expressly permitted by the terms of the applicable CoreTrust Agreement.

9. REMEDY; DISPUTE. Payment for Products & Services and inspections and acceptance of Products & Services ordered by Program Participant shall be the exclusive obligation of Program Participant. Disputes between Program Participant and any Supplier shall be resolved in accordance with the law and venue rules of the state of purchase unless otherwise agreed to by Program Participant and Supplier. The exercise of any rights or remedies by Program Participant shall be the exclusive obligation of Program Participant.

10. NON-CIRCUMVENTION. Program Participant shall not use this Agreement or the terms and conditions of any CoreTrust Agreement as a method for obtaining additional concessions or reduced prices for similar products or services.

11. DISCLAIMER. Program Participant shall be responsible for the ordering of Products & Services under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a party procuring Products & Services under this Agreement. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, CORETRUST MAKES NO REPRESENTATIONS OR WARRANTIES REGARDING ANY PRODUCTS & SERVICES OR CORETRUST AGREEMENT AND SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY SUPPLIER OR OTHER PARTY UNDER A CORETRUST AGREEMENT.

12. TERMINATION. This Agreement shall remain in effect unless terminated by one party giving thirty (30) days' written notice to the other party. The provisions of Sections 5, 6, 7, 8, and 9 hereof shall survive any such termination.

13. SEVERABILITY. If any term or provision of this Agreement is held invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

14. ASSIGNMENT. This Agreement and the rights and obligations hereunder are not assignable by either party hereto without the prior written consent of the other party (which consent shall not be unreasonably withheld, conditioned, or delayed); provided, Program Participant and CoreTrust may assign their respective rights and obligations under this Agreement without the consent of the other party in the event either Program Participant or CoreTrust shall hereafter effect a corporate reorganization, consolidation, merger, merge into, sell to, or transfer all or substantially all of its properties or assets to another entity. Subject to the preceding sentence, this Agreement shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective successors and assigns. Any instrument purporting to make an assignment in violation of this Section 14 shall be null and void.

15. ENTIRE AGREEMENT. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter.

16. LIABILITY. To the extent not prohibited by law, neither CoreTrust nor Program Participant shall indemnify, defend, and hold harmless each other from and against any losses, damages, and expenses arising from any third-party claims, proceedings, and / or demands resulting from the activities of Supplier and its employees or subcontractors in connection with the Program. NEITHER PROGRAM PARTICIPANT NOR CORETRUST SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, OF THE OTHER PARTY EVEN IF THAT PARTY IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PARTIES ACKNOWLEDGE AND AGREE CORETRUST SHALL NOT BE LIABLE FOR ANY ACTION, OR FAILURE TO TAKE ACTION, OF SUPPLIER IN CONNECTION WITH THE PERFORMANCE OF SUPPLIER'S OBLIGATIONS UNDER A CORETRUST AGREEMENT.

17. ACKNOWLEDGMENT. Each party to this Agreement acknowledges it has read the Agreement and represents and warrants that it has the necessary legal authority and is legally authorized to execute and enter into this Agreement.

18. COMMENCEMENT. This Agreement shall take effect upon: (i) executing a Lead Public Agency Certificate; or (ii) the Program Participant registering on any Program website or other formal written means, as applicable.

SECTION M – LEAD PUBLIC AGENCY CERTIFICATE

[Attachment to Follow]

Docusign Envelope ID: 828B6564-6B7E-8986-81A8-B392EDCEE094

LEAD PUBLIC AGENCY CERTIFICATE

In its capacity as a Lead Agency for the CoreTrust Program, the Town Delight, Arkansas has read and agrees to the general terms and conditions set forth in the Master Intergovernmental Cooperative Purchasing Agreement ("**MICPA**") regulating the use of the Master Agreements and purchase of Products & Services that from time to time are made available by Lead Agency to Program Participants nationwide through CoreTrust. Copies of Master Agreements and any amendments thereto made available by Lead Agency shall be provided to Suppliers and CoreTrust to facilitate use by Program Participants.

I understand that the purchase of one or more Products & Services under the provisions of the MICPA is at the sole and complete discretion of the Program Participant.

LEAD AGENCY

Signed by:
Lee Gatliff
83973FAE40444D6...

Authorized Signature

Lee Gatliff

Printed Name

Mayor

Title

SECTION N – TECHNICAL PROPOSAL

The selected Vendor's response to this solicitation shall be integrated into and designated as Section N – Technical Proposal of the final contract.

A Strategic Supply Chain Partnership for CoreTrust

FEBRUARY 2026



Entegra

a. Brief history and description of the Supplier:

1. Submit FEIN and Dun & Bradstreet reports;

» FEIN: 45-0486437

» Dun & Bradstreet: 18-5546207

2. Include a brief description of the size of your organization and date of incorporation;

Company Background

Entegra Procurement Services, LLC, is the largest food group purchasing organization (GPO) in the world, with $50 billion in purchasing power and clients at 360,000+ purchasing sites. Entegra supports a wide range of hospitality-driven sectors, including hotels, restaurants, senior living communities, government entities and public-sector operations, and golf and leisure businesses, helping operators save on food, supplies, and services while improving overall operational efficiency. As a global GPO and business performance improvement partner, Entegra operates one of largest, most complex, resilient supply chains worldwide.

A subsidiary of Sodexo, Entegra helps its clients unlock unlimited performance through a comprehensive suite of digital tools, a corporate social responsibility program, and personalized advisory services including culinary consulting and energy management services. Established in 1999, Entegra is headquartered in North Bethesda, Maryland, with its parent company headquarters in Issy-les-Moulineaux, near Paris, Fran

3. Describe experience in providing the services described in this Solicitation. Which organizations do you currently provide a similar or same service. Include names, addresses, email and phone numbers of the appropriate contact persons. Please provide three (3) references;

Reference 1	
	» Trinity Services Group, Inc » Correctional Facilities Services
	» 477 Commerce Blvd Oldsmar, FL 34677
	» Suzanne Yip
	» suzanne.yip@trinityservicesgroup.com
	» 813-431-9960

Reference 2	
	» Texas Christian Univeristy (Sodexo Account)
	» 2800 S University Dr, Fort Worth, TX 76109
	» Jude Kiah
	» j.kiah@tcu.edu
	» (309) 255-3304

Reference 3	
	» University of Cincinnati (Sodexo Account)
	» 2600 Clifton Ave, Cincinnati, OH 45221
	» Joe Harrell
	» joseph.harrell@uc.edu
	» (513) 558-4635

4. Provide a brief overview of annual sales for the three previous fiscal years;

Financial Security

Entegra, and its parent company Sodexo, have demonstrated consistent revenue performance over the past three fiscal years, with consolidated annual sales as follows (fiscal years ending August 31):

- **Fiscal 2025: Approximately $26.5 billion USD in consolidated revenues.**
- **Fiscal 2024: Approximately $25.7 billion USD in consolidated revenues.**
- **Fiscal 2023: Approximately $24.0 billion USD in consolidated revenues.**

5. Describe any green or environmental initiatives or policies;

Green and Environmental Initiatives and Policies

At Entegra, we support our clients' green and environmental initiatives and policies by aligning to their sustainability goals, reducing purchasing confusion, and providing an efficient way for operators to bring these programs to life. When it comes to procurement, Entegra views sustainability as a way to optimize costs, improve quality and engage consumers.

Our corporate social responsibility (CSR) strategy is designed to improve quality of life while delivering measurable business value, resilience, and long-term growth. We leverage internal sustainability and category experts who work collaboratively with client leadership to support ESG and CSR objectives while prioritizing procurement savings.



Key environmental initiatives include:

1. Comprehensive food waste reduction programs
2. Low-carbon and plant-forward menu development
3. Energy and water conservation initiatives
4. Sustainable and responsible sourcing standards
5. Enhanced supply chain traceability
6. A strong commitment to diverse and local supplier engagement

» **We also focus on sustainable packaging solutions by partnering with suppliers to reduce overall packaging waste through reusable, recyclable, and compostable materials across the supply chain.**

Responsible sourcing is embedded across our food and purchasing policies, with initiatives supporting animal welfare, marine biodiversity, and ethical production standards. This includes commitments to cage-free eggs, sustainably sourced seafood from well-managed fisheries and aquaculture operations, and certified organic and responsibly produced food and beverage offerings.

Entegra enforces a robust Supplier Code of Conduct, requiring suppliers to meet strict environmental criteria related to waste reduction, energy efficiency, eco-friendly packaging, and optimized transportation. Category-specific programs further strengthen compliance, including a Global Seafood Sourcing Guide supported by third-party audited traceability, participation in recognized audit programs, and certifications such as Fair Trade and other eco-certifications.

Additionally, Entegra actively supports local providers and regional food systems by tracking and integrating local sourcing at the site and annual level, reinforcing economic vitality while reducing environmental impact. Together, these initiatives reflect a comprehensive, client-focused sustainability program that aligns environmental responsibility with operational excellence and shared success.



6. Describe any historically underutilized business certifications supplier holds and the certifying agency. This may include business enterprises such as minority and women-owned, small or disadvantaged, disabled veterans, etc.; and

Historically Underutilized Business Certifications and Supplier Diversity

Entegra works with a broad network of certified diverse suppliers, and is proud to engage suppliers that hold recognized historically underutilized business certifications, including:

- **Minority Business Enterprise (MBE)** certified by the National Minority Supplier Development Council (NMSDC)
- **Women-Owned Business Enterprise (WBE)** certified by the Women's Business Enterprise National Council (WBENC)
- **Small Disadvantaged Business (SDB) designation**
- **Service-Disabled Veteran-Owned Small Business (SDVOSB)** certification through the U.S. Department of Veterans Affairs

These certifications reinforce Entegra's commitment to inclusive procurement, economic opportunity, and supplier excellence. By integrating certified diverse suppliers into our sourcing strategy, Entegra delivers innovative, cost-effective solutions while helping clients advance their corporate social responsibility and supplier diversity goals.



7. Describe how the Supplier differentiates itself from its competitors.

Supplier Differentiation

Entegra differentiates itself through its ability to design, govern, and administer procurement programs within complex, multi-agency public-sector environments. Our operating model is built to support national cooperative purchasing while addressing the unique compliance, oversight, and operational needs of government entities.

As the program and contract administrator, Entegra manages the full lifecycle of program governance—including contract structure, supplier participation, pricing validation, and administrative oversight. We coordinate closely with distribution partners who manage fulfillment and local execution. This division of responsibilities reduces ambiguity, clarifies accountability, and strengthens compliance and audit readiness across all participating agencies.

Unlike models focused primarily on negotiating favorable pricing, Entegra is structured to ensure value realization after contract award. Dedicated account management, category experts, and onboarding specialists support agencies with implementation, order guide alignment, issue resolution, and continuous optimization. This hands-on support drives program adoption, increases compliance over time, and ensures that negotiated value is fully captured at the local level.

Entegra also offers flexible procurement frameworks designed to accommodate variations in agency size, geography, regulatory environments, operational complexity, and local decision-making authority. This flexibility allows Participating Entities to utilize national pricing and supplier programs while maintaining the autonomy and controls required in public-sector settings.

This combination of strong governance, disciplined administration, and execution-focused support positions Entegra as a long-term program partner—rather than a transactional purchasing intermediary. Our role is to ensure that Participating Entities consistently realize measurable savings, operational efficiency, and program integrity throughout the life of the agreement.



b. Supplier Distribution Capability and Capacity:

1. Describe in detail your capabilities to satisfy the characteristics and administrative requirements of this Solicitation;

2. Provide brief description of in-scope offerings (fresh, frozen, canned goods, etc), including Halal and Kosher foods and allergen-free Products;

Together, **Entegra and Sysco** provide an integrated procurement and distribution model designed to meet the administrative, operational, and regulatory requirements of this Solicitation through clearly defined roles, scalable infrastructure, and documented governance.

Procurement Governance and Contract Administration (Entegra)

Entegra serves as the procurement and contract management lead, providing:

- Centralized contract sourcing and negotiation supported by approximately **$50 billion in annual purchasing volume**
- Standardized contract documentation, pricing structures, and terms to ensure consistency and audit readiness
- Ongoing contract administration, supplier oversight, and compliance monitoring
- Contract auditing capabilities for both Entegra-managed and customer-owned agreements to validate pricing and adherence to negotiated terms

Transparency, Technology, and Reporting (Entegra)

Administrative oversight and compliance are supported through Entegra's technology platform, which delivers:

- Transparent, item-level pricing and billing visibility
- Reporting and analytics for spend tracking, compliance monitoring, and benchmarking
- Dashboard functionality supporting price audits, contract compliance, and performance review



Distribution Capability and Operational Execution (Sysco)

Sysco provides nationwide operational execution and distribution capacity, including:

- Scalable distribution infrastructure supporting consistent service across diverse geographic locations
- Product availability, inventory management, and order fulfillment
- Food safety, quality assurance, and supplier qualification processes aligned with regulatory requirements
- Traceability and handling standards to support audit and compliance needs

Where required, Entegra and Sysco can collaborate with customers to support alternative distribution arrangements, including the use of approved regional distributors.

Program Implementation and Ongoing Support (Entegra & Sysco)

Together, Entegra and Sysco support effective program implementation through:

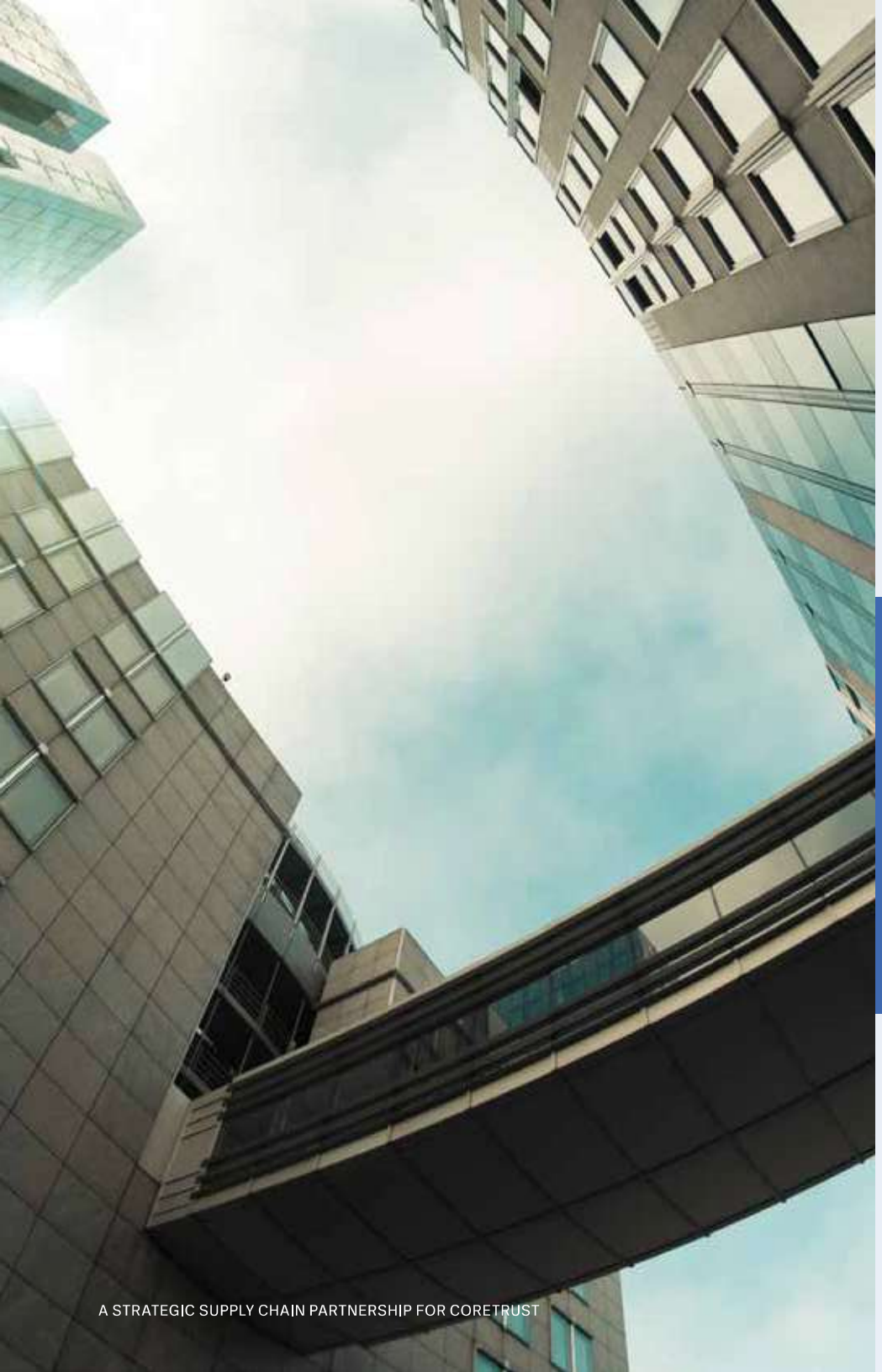
- Structured onboarding and communication plans to support adoption and operational continuity
- Dedicated national and regional account resources
- Order guide management to ensure accuracy, compliance, and ease of ordering
- Access to specialized sourcing resources for unique or non-standard requirements

Ongoing Performance Management (Entegra & Sysco)

The combined model supports continuous improvement through:

- Regular performance and compliance reviews
- Data-driven identification of cost, efficiency, and service opportunities
- Collaborative supplier and distributor management to maintain service levels and contract integrity





2. In-Scope Product and Service Offerings

The combined Entegra and Sysco solution delivers a comprehensive portfolio of in-scope offerings designed to meet diverse operational, cultural, and dietary needs. Products include **fresh, frozen, canned, and dry goods,** as well as **fresh meats and seafood, dairy, beverages, produce, imported and specialty items, fully prepared entrées, and desserts.** Offerings extend beyond food to include **foodservice supplies, equipment, and support programs.**

Dedicated sourcing is available for **certified Halal, Kosher, and allergen-free products,** supported by rigorous quality controls, supplier verification, and transparent documentation to ensure compliance with applicable dietary, safety, and labeling standards.

Sysco's proprietary and specialty brand portfolio further strengthens this offering. Sysco Brand products span multiple quality and value tiers and are backed by Sysco's quality assurance programs. Specialty companies expand access to differentiated and culturally diverse products, including:

A. **FreshPoint® Specialty Produce,** North America's largest foodservice produce distributor
B. **Buckhead and Newport Meat & Seafood,** providing custom-cut, traceable proteins
C. **European Imports,** offering globally sourced specialty foods
D. **Greco and Sons,** specializing in Italian premium foods and value-added meats
E. **Asian Foods,** serving a broad range of Asian, Middle Eastern, Mediterranean, African, and global cuisines
F. **Guest Supply and Edward Don,** providing hospitality supplies, equipment, and operational solutions

Through this integrated model, Entegra and Sysco deliver unmatched breadth, quality, compliance, and flexibility—ensuring that all in-scope product requirements are met while supporting efficient operations and inclusive dining programs nationwide.

3. Detail the total number and location of salespeople employed by Supplier;

4. Provide number and location of support centers (if applicable) and location of corporate office;

5. Provide the number, size and location of Supplier's distribution facilities, warehouses, and retail network as applicable;

6. Provide a description of how you propose to distribute in-scope Products/Services nationwide. Include any states where products and services will not be offered under the Master Agreement, including U.S. Territories and Outlying Areas;

7. Please provide a detailed list or map of all your full-service stocking distribution centers in the United States, U.S. Territories and Outlying Areas and describe your delivery network, along with your order-fill rate and on-time delivery rate. Additionally, please describe any unique capabilities or logistics that set your distribution network apart from competitors in the market; and

8. Identify all other companies that will be involved in processing, handling or shipping the products to the Participating Entities.

Supplier Sales, Operations, and Distribution Overview

As part of this joint response, Sysco will serve as the primary distribution and logistics partner supporting Entegra for Coretrust members. Sysco employs approximately 75,000 employees globally, including a robust nationwide sales organization aligned to local operating companies and specialty businesses. Sysco's sales professionals are embedded within local markets across the United States, enabling direct, hands-on customer engagement and support. Sysco's Global Support Center is located at 1390 Enclave Parkway, Houston, Texas 77077, and provides centralized corporate, operational, technology, finance, and customer support functions.

They operate 339 distribution centers across 10 countries, serving approximately 730,000 customer locations worldwide. Within the United States, Sysco's footprint includes over 163 full-line and specialty distribution locations, comprised of 72 operating companies and 91 specialty company locations. These facilities distribute a comprehensive range of food and non-food products, including fresh produce, premium proteins, specialty and ethnic items, sustainably focused products, equipment, supplies, and culinary solutions. Sysco also serves customers in 81 additional countries through its global network.

Nationwide Distribution Approach

Sysco will provide nationwide distribution of in-scope products and services through its extensive U.S. network of full-service stocking distribution centers and specialty facilities. This locally focused operating model enables reliable, frequent delivery, strong order accuracy, and high service levels while maintaining flexibility to meet customer-specific needs. Products and services will be offered nationwide across the continental United States, with coverage supported through Sysco's established infrastructure. No exclusions are anticipated under the Master Agreement for U.S. states; availability in U.S. Territories and Outlying Areas will align with Sysco's existing distribution capabilities.

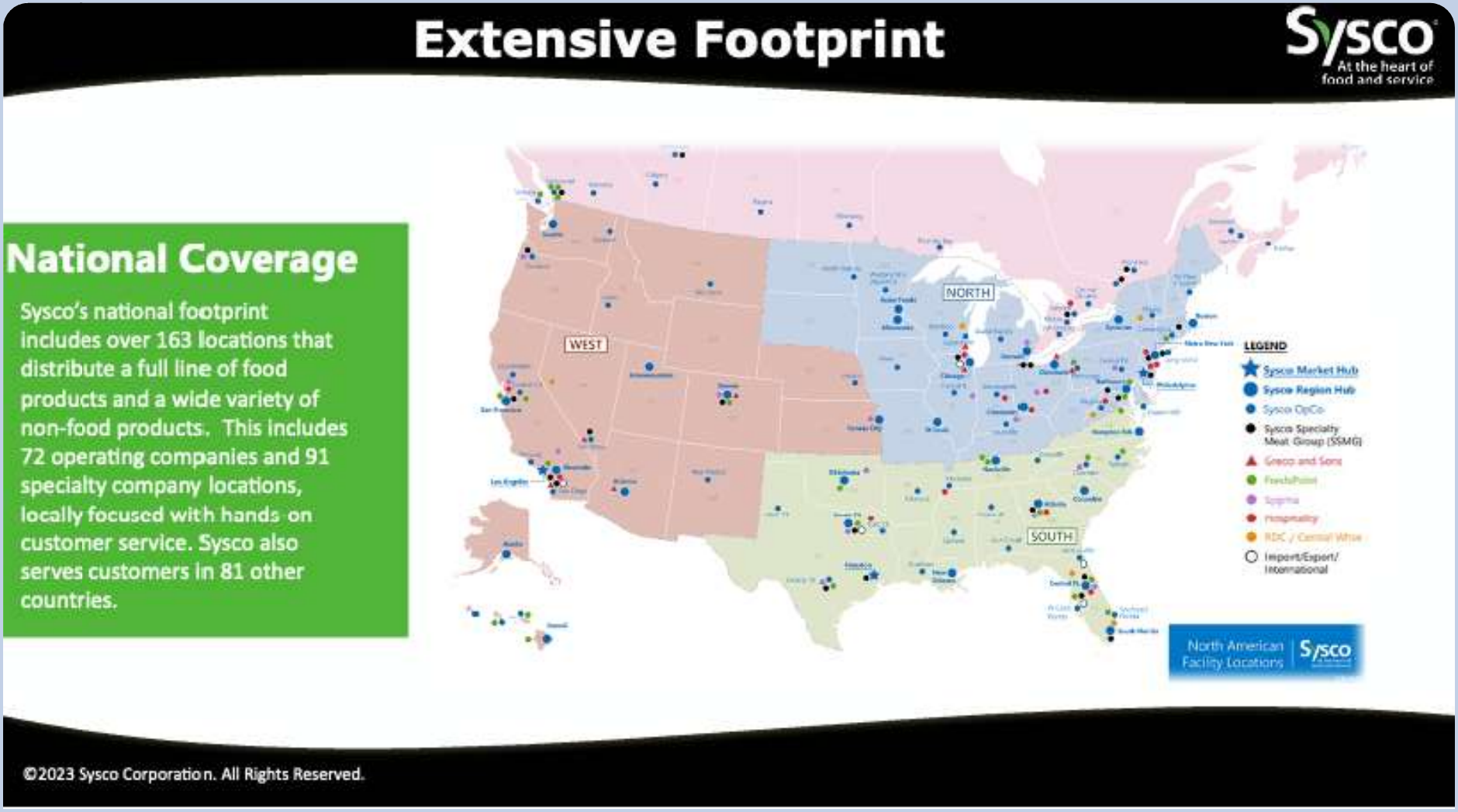
Distribution Network, Service Performance, and Differentiation

Through their full-service stocking distribution centers, Sysco forms one of the largest and most advanced delivery networks in the foodservice industry. The network is designed to support high order-fill rates and strong on-time delivery performance, driven by sophisticated routing, demand forecasting, inventory management, and cold-chain logistics. Unique capabilities that differentiate Sysco's network include customized supply chain solutions, bespoke specialty sourcing, culinary expertise, and technology-enabled insights that help customers optimize operations and drive growth.

Third-Party Involvement

Entegra's standard delivery model does not rely on third-party providers; however, we recognize the needs of public sector customers and can work collaboratively with CoreTrust and participating entities to support alternative distribution agreements with regional distributors when appropriate.





Please see the infographics above for our distribution network map, Sysco companies and service capabilities, as well as our unique capabilities that sets Sysco apart from other distributors.

c. Support and Quality Control - Provide a detailed description of all administrative and support (to include automated support) services typically provided in relation to the services and identify any applicable fees, if any.

1. Describe the company's Quality Control and Quality Assurance programs policies and include copies of these programs; Provide a copy of Sanitation Standard Operating Procedures for review; describe the measures taken to ensure that all personnel assigned are capable and qualified;

2. What kind of quality assurance documentation can you provide to Participating Entities, if requested?

3. How often do you self-audit?

4. Do you perform your own product testing, rely on third-party certification, or a mix of both? Bidders must have a product testing protocol (in-house or third party) that verifies the quality of products. Bidders must maintain records for their products including origin of materials, test results, and production data;

5. Describe your company's efficiency and accuracy rates in inventory management. What tools do you use to improve accuracy? What is your inventory accuracy percentage? Do you use barcodes, RFID tags, and/or other tools? What technology investments have you made to streamline operations? How do you ensure staff are well-trained on inventory management?

Quality Control, Quality Assurance, and Personnel Qualifications

Entegra Quality Assurance and Oversight

Entegra maintains a comprehensive Quality Control and Quality Assurance program focused on supplier compliance, product safety and consistency, and regulatory adherence. Quality is evaluated during the sourcing and RFP process and continuously monitored through structured supplier reviews, issue tracking, and corrective action protocols. All suppliers must comply with FDA and USDA regulations and Entegra's Supplier Code of Conduct.

Entegra requires suppliers to maintain formal food safety and sanitation programs, including HACCP, GMPs, GAPs, Integrated Pest Management, and documented Sanitation Standard Operating Procedures (SSOPs). Copies of these programs and SSOPs can be provided for review upon request. Compliance is reinforced through routine third-party audits, with additional onsite audits for higher-risk categories. Quality concerns are managed through a centralized vendor issue tracking system to ensure accountability and resolution. Personnel assigned to quality oversight include trained supply management, culinary, and account professionals who receive ongoing education and follow defined escalation and review protocols.

Sysco Quality Assurance Program

Sysco's Quality Assurance program is among the most comprehensive in the industry and is supported by approximately 196 full-time corporate QA associates and 35 contracted inspectors, with global sourcing coverage across more than 40 countries. Sysco's Food Safety Plan governs all food handling and transportation activities and serves as the foundation for training programs centered on preventive controls and food safety culture.

Key elements of Sysco's QA and food safety system include:

- Comprehensive risk assessments and preventive controls
- HACCP plans for potentially hazardous foods
- Mandatory third-party food safety audits for all approved suppliers
- Strict controls to eliminate cross-contamination during storage and transport
- Time and temperature controls from supplier to end customer
- Routine self-inspections and internal audits

Sysco QA staff possess formal education, category-specific expertise, and practical industry experience. Continuous professional development is provided through off-site training, webinars, seminars, and interactive coursework. Many QA staff are embedded within operating sites to ensure rapid response and local support, including regulatory visits and customer audits.

Quality Assurance Documentation Provided to Participating Entities

Upon request, Entegra and Sysco can provide a wide range of quality assurance documentation, including but not limited to:

- Supplier food safety audit reports (third-party and internal)
- HACCP plans and verification records
- SSOPs, GMPs, GAPs, and allergen control programs
- Traceability documentation (raw materials through distribution)
- Environmental and microbial testing results
- Product specifications, origin data, and quality evaluations
- Corrective action and continuous improvement records

Sysco also conducts ongoing product evaluations through its Product Evaluation Center (PEC) in Houston, Texas, where products are tested against agreed purchase specifications, competitive benchmarks, and customer expectations.

Self-Audit Frequency

Self-auditing is conducted on a routine and ongoing basis by both organizations.

1. Entegra performs continuous supplier performance monitoring, with regular reviews and escalation protocols.
2. Sysco conducts routine internal audits of its Food Safety Plan, along with announced and unannounced plant visits based on risk, managed through a formal plant visit matrix.

Product Testing and Certification

Entegra and Sysco utilize a **combination of in-house testing and mandatory third-party certification** to verify product quality and safety. Sysco Brand suppliers are subject to rigorous requirements covering the entire manufacturing process, including environmental controls and allergen management programs that exceed FDA standards.

Sysco QA teams perform:

Announced and unannounced plant inspections

Product evaluations during plant visits and at the PEC

Verification of allergen controls, LM control programs, and corrective actions

All suppliers are required to maintain detailed records, including **origin of materials, production data, test results, and traceability documentation,** which are available upon request.

Inventory Management Accuracy, Tools, and Training

Sysco leads the industry in inventory management efficiency and accuracy through advanced technology investments and disciplined operational controls. Inventory is managed using **barcoding, automated tracking systems, and AI-assisted predictive analytics** to identify potential gaps and mitigate out-of-stocks before they occur.

Key tools and capabilities include:

- Supply Chain Dashboards tracking service levels, fill rates, and on-time delivery
- AI-driven inventory analysis with predictive forecasting
- Real-time root cause analysis for inventory and service disruptions
- Supplier scorecards and performance accountability measures

As the first in the industry to implement **supplier performance fees** for shortages on confirmed purchase orders, Sysco reinforces accountability and improved service reliability. Ongoing investments include operations training through the **Sysco Operations Academy,** innovative material handling equipment, omni-channel stocking pilots, and zero-emission delivery initiatives.

All inventory management personnel receive structured training, continuous education, and operational support to ensure high accuracy, safety, and consistency across facilities.



The Benefit of an Entegra/ Sysco Partnership

The combined Entegra and Sysco model delivers a best-in-class support and quality control framework—pairing Entegra's governance, compliance oversight, and supplier management with Sysco's unmatched QA infrastructure, operational discipline, and technology-driven supply chain execution. This integrated approach ensures product safety, regulatory compliance, inventory accuracy, and continuous improvement for all Participating Entities.

d. Furthermore, this Solicitation seeks the following information from qualified Bidders:

1. Next Business Day delivery; detail geographic area where Participating Entities qualify;

2. Rush/Expedited delivery; detail geographic area where Participating Entities qualify;

3. 98% or better Delivery Accuracy;

4. 98% or better On-Time Delivery;

5. 98% or better Fill Rate;

6. 98% or better Customer Satisfaction; and

7. 98% or better Invoice/Billing Accuracy

Sysco offers full delivery capabilities to meet these standards, Monday through Saturday, including key drop deliveries in most areas of the country.

f. Felony Conviction Notice: Indicate if the supplier:

- is a publicly held corporation, and this reporting requirement is not applicable;

Both Sodexo and Sysco are publicly held corporations.

- is not owned or operated by anyone who has been convicted of a felony; or

N/A

- is owned or operated by an individual(s) who has been convicted of a felony and provides the names and convictions.

N/A

g. Describe any debarment or suspension actions taken against the supplier within the last five years.

The Supplier has not been subject to any debarment or suspension actions within the past five years.



h. Suppliers please provide written acknowledgement of understanding and affirm capability to meet App B, Sec F in its entirety.

Entegra and Sysco fully acknowledge and affirm our understanding and capability to meet all requirements of Appendix B, Section F of the Master Agreement. Leveraging the combined strengths of Entegra's client-focused procurement platform and Sysco's unparalleled national distribution and foodservice expertise, we will implement a rapid, comprehensive go-to-market plan nationwide. Within the first 10 days, executive leadership from both organizations will secure sponsorship and endorsement of the Master Agreement. Within 90 days, our national sales teams will complete extensive training, supported by executive leadership and CoreTrust, to ensure effective engagement with public agencies. We will launch a dedicated CoreTrust web presence, distribute co-branded marketing materials, and maintain ongoing promotion through press releases, trade publications, and industry events including the NIGP Annual Forum.

Our joint approach ensures active sales and account management, seamless transition of existing public agency accounts, and timely coordination on new account setups. Dedicated contacts across executive support, marketing, sales, financial reporting, accounts payable, and contract management will provide CoreTrust with reporting and actionable insights to drive growth. Through innovative digital tools, extensive supplier networks, and decades of combined experience, we are fully prepared to deliver a successful, sustainable, and high-impact implementation and go-to-market plan that meets all timelines and maximizes value for CoreTrust.



Appendix

Addendum’s

Entegra acknowledges the receipt of the following addendum’s.

coretrust

Town of Delight, Arkansas

NOTICE TO RESPONDENT

Addendum #1 for Best Value Solicitation

Issued by:

TOWN OF DELIGHT, ARKANSAS

for

24COR-059 COMMERCIAL FOOD

SUBMITTAL DEADLINE: 3:00 p.m. CT February 5, 2026

January 8, 2026

Addendum #1:

Pre-Bid Conference:

January 8, 2026 Pre-Bid Conference Meeting concluded. The recording can be found here.

Revisions:

Section O – Cost Proposal Workbook has been revised. Proposers shall use Section O – Cost Proposal Workbook v2 for submissions.

Questions & Answers:

Q1: Will plant-based alternatives meeting equivalent or superior nutritional specifications be acceptable under the meat products category?

A1: There is no prohibition against proposing plant-based meat alternatives along with proposed meat products. However, responding Proposers are reminded that the scope of this solicitation is for the distribution of food Products against all food categories on a national cooperative scale. Responders must meet all requirements found in Appendix B, Section F, 13. Scope of Work and must have a minimum of five (5) years distributing the Products in-scope required in this Solicitation to be considered.

Q2: On Section N (technical proposal) several questions are grouped together, with only one cell available to provide answers to the entire group of questions. Do we need to leave the excel format that way, or can we have an answer cell for each question, as opposed to a single answer cell for multiple questions?

A2: Bidders may either use alt+enter in the single cell to align their answers OR they may unmerge the answer cell to have an answer cell for each question.

Q3: About 90% of the technical questions asked in the RFP are addressed in Section N. Some questions are asked in the RFP (under Section F, 13.14 Company History and Summary) but are not reflected in Section N - Technical Proposal Workbook.

A3: 13.14 Company History and Summary requests a response in searchable Word or PDF format. This would be submitted as a separate document from Section N - Technical Proposal Workbook, but is part of the review.

When issued, this Addendum #1 shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Addendum. By submitting a proposal to this solicitation, respondents shall be deemed to have received all Addenda and to have incorporated them into their proposals.

If any bidder or proposer has any questions, please direct them to ***Bid.TownOfDelightAR@gmail.com*** or submit questions via BidNet.

The deadline for questions is close of business, Thursday, January 15, 2026.

Signature: 

Printed Name: Ray Cajudoy

Date: January 8th, 2026

Title: Director – Enterprise Lodging Sales

Town of Delight, Arkansas

NOTICE TO RESPONDENT

Addendum #2 for Best Value Solicitation

Issued by:

TOWN OF DELIGHT, ARKANSAS

for

24COR-059 COMMERCIAL FOOD

SUBMITTAL DEADLINE: 3:00 p.m. CT February 5, 2026

January 20, 2026

Addendum #2:

Pre-Bid Conference:

The January 8, 2026 Pre-Bid Conference Meeting recording can be found here.

Questions & Answers:

Q1: On the PDF document 24-059 Commercial Food RFP there are various places within the document requiring a signature, are these legally binding terms? If so, can we have our legal time redline the document? If yes, we would need more time than what is proposed to get back to you. If no, then are all terms set and final?

A1: Any contract with Supplier resulting from the issuance of this solicitation is subject to the terms and conditions as provided in this solicitation and Master Agreement. Many of the terms and conditions contained in the Master Agreement template are required by state and federal law; however, Respondents may propose changes to the Master Agreement by communicating any exceptions or deviations in t**he Master Agreement Acceptance** Form provided in **Section J** of this solicitation. Any proposed changes are subject to Lead Agency review and written approval. **[Appendix B, Section F, 5.A. Master Agreement]**

Q2: [Supplier name redacted] is what is known as group purchasing organization within the foodservice industry, meaning we use our collective buying power to set contracted pricing and rebates for anyone that would like to utilize our programs. With that being said, there is no where on the cost proposal workbook that allows for a rebate, is that something either you or we can add to the cost proposal document?

A2: Rebates can be entered in Section O – Cost Proposal Workbook (Excel) on the Main Bid Sheet tab, under Additional Incentives. “List any additional programs or incentives available, discounts percentages or value of the incentive as well as a description of the incentive. Example incentives could include prompt payment, rebates, private label products.” Proposers can add additional rows as-needed.

Q3: Also, within the cost proposal document, [Supplier name redacted] on its own does not set a % markup or case fee for our members to unilaterally use with distribution. We can reach out to some of our partners to establish what this might look like but then we would have to put in a bid with a specific distributor partner in mind, are we allowed to do that?

A3: Thank you for this question. There is no prohibition from proposing pricing this way. Please refer to **Appendix B, Section F, 13.15 Section O – Cost Proposal Workbook [EXCEL]:**

Responding Suppliers must provide pricing in such a way that captures the total cost of acquisition, including any applicable fees. Responding Suppliers will provide their Product catalog(s) for price verification. Pricing must be structured to allow easy verification, with clear documentation on how mark-up percentages and discounts are applied to different products and/or product categories. Any exceptions to the discounts and/or mark-up percentages proposed must be clearly identified.

So long as the proposed mark-ups, case fees, etc. are clearly identified; structured to allow easy verification; and captures the total cost of acquisition for Participating Entities, this method will be okay.

Q4: Again, within the cost proposal document, there are specific items that you are requesting pricing for, we will not have all of these items within our contracts, but we will have alternative items that would be a match either with a different manufacturer number or similar items from a different manufacturer. Are we allowed to show alternate options with pricing and rebates?

A4: Yes. In the Instructions tab, under Market Basket tabs – Poultry through Beverage, it states the following, “If the supplier cannot bid on the item listed, you must bid an item that meets or exceeds the listed product specification and indicates so in the note section any exceptions. The vendor must list the item name, pack size, manufacturer, manufacturer item number, invoice cost, item total cost, stock status, and percentage of mark-up.”

Q5: If we need more time than what is allotted within this bid how long, it all, do we have to ask for an extension?

A5: Any proposed request for extension should be communicated in writing as soon as the proposer is aware that more time is needed to complete their proposal. Any proposed request for extension should be accompanied by an explanation for the need for an extension, and the request is subject to Lead Agency review and written approval.

Q6: If our delivery model involves partners, are the partners required to submit documentation in order to perform the function? Particular forms in question are: Affirmative Action Affidavit CERTIFICATION OF NON INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM NEW JERSEY BUSINESS REGISTRATION POLITICAL CONTRIBUTION DISCLOSURE FORM OWNERSHIP DISCLOSURE FORM STOCKHOLDER DISCLOSURE CERTIFICATION

A6: Subcontractors will not be signing forms for the Master Agreement, only the prime Contractor. Terms and conditions of the Contract flow down to the Subcontractor(s). Please refer to **Appendix A, Section C, Federal Terms and Conditions, 15. Applicability to Subcontractors and Appendix B, Section F, 15. Contractor Responsibility for Subcontractors.**

When issued, this Addendum #2 shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Addendum. By submitting a proposal to this solicitation, respondents shall be deemed to have received all Addenda and to have incorporated them into their proposals.

Signature: 

Printed Name: Ray Cajudoy

Date: January 20th, 2026

Company/Firm: Entegra

Title: Director - Enterprise Lodging Sales

Federal Terms and Conditions

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

FEDERAL CONTRACT TERMS AND CONDITIONS

When a participating agency seeks to procure goods and services using funds under a Federal grant or contract, specific Federal laws, regulations, and requirements may apply in addition to those under state law, including without limitation the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "**Uniform Guidance**" or "**EDGAR**" requirements).

All Respondents submitting proposals must complete this Federal Contract Terms and Conditions certification form regarding Respondent's compliance with certain requirements which may be applicable to specific participating agency purchases using Federal grant funds. This completed form shall be made available to Participating Agencies for their use while considering their purchasing options when using Federal grant funds. Participating Agencies may also require supplier partners to enter into ancillary agreements, in addition to the Master Agreement's general terms and conditions, to address the Participating Agency's specific contractual needs, including contract requirements for a procurement using Federal grants or contracts.

For each of the items below, Respondent should certify its agreement and ability to comply, where applicable, by having its authorized representative sign the acknowledgment at the end of this form. If Respondent fails to complete any item in this form, CoreTrust shall consider Respondent's response to be that it is unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the supplier partner using Federal funds.

1. SUPPLIER PARTNER VIOLATION OR BREACH OF CONTRACT TERMS

Contracts for more than the simplified acquisition threshold currently set at one hundred fifty thousand dollars ($150,000), which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where supplier partners violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Any contract award shall be subject to the Master Agreement, as well as any additional terms and conditions in any purchase order, participating agency ancillary contract, or Participating Agency construction contract agreed upon by supplier partner and the Participating Agency which must be consistent with and protect the Participating Agency at least to the same extent as the Master Agreement.

The remedies under this agreement are in addition to any other remedies that may be available under law or in equity. By submitting a proposal, you agree to these supplier partner violation and breach of contract terms.

2. TERMINATION FOR CAUSE OR CONVENIENCE

When a participating agency expends Federal funds, the participating agency reserves the right to immediately terminate any agreement in excess of ten thousand dollars ($10,000) resulting from this procurement process in the event of a breach or default of the agreement by supplier partner in the event supplier partner fails to: (1) meet schedules, deadlines, and / or delivery dates within the time specified in the procurement solicitation, contract, and / or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and / or the procurement solicitation. Participating agency also reserves the right to terminate the contract immediately, with written notice to supplier partner, for convenience, if participating agency believes, in its sole discretion that it is in the best interest of participating agency to do so. Respondent shall be compensated for work performed and accepted and goods accepted by participating agency as of the termination date if the contract is terminated for convenience of participating agency. Any award under this procurement process is not exclusive and participating agency reserves the right to purchase goods and services from other supplier partners when it is in participating agency's best interest.

3. EQUAL EMPLOYMENT OPPORTUNITY

Except as otherwise provided under 41 CFR Part 60, all participating agency purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Supplier partner agrees that such provision applies to any participating agency purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and supplier partner agrees that it shall comply with such provision.

4. DAVIS-BACON ACT

When required by Federal program legislation, supplier partner agrees that, for all participating agency prime construction contracts / purchases in excess of two thousand dollars ($2,000), supplier partner shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, supplier partner is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, supplier partner shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Supplier partner agrees that, for any purchase to which this requirement applies, the award of the purchase to the supplier partner is conditioned upon supplier partner's acceptance of the wage determination.

Supplier partner further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.") The Act provides that each supplier partner or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

5. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Where applicable, for all participating agency contracts or purchases in excess of one hundred thousand dollars ($100,000) that involve the employment of mechanics or laborers, supplier partner agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, supplier partner is required to compute the wages of every mechanic and laborer on the basis of a standard work week of forty (40) hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one-and-a-half times the basic rate of pay for all hours worked in excess of forty (40) hours in the work week. The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. RIGHT TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

If the participating agency's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Supplier partner agrees to comply with the above requirements when applicable.

7. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of one hundred fifty thousand dollars ($150,000) must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, supplier partner agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

coretrust | Public Sector

8. DEBARMENT AND SUSPENSION

Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Supplier partner certifies that supplier partner is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier partner further agrees to immediately notify CoreTrust and all Participating Agencies with pending purchases or seeking to purchase from supplier partner if supplier partner is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9. BYRD ANTI-LOBBYING AMENDMENT

Byrd Anti-Lobbying Amendment (31 USC 1352) - Supplier partners that apply or bid for an award exceeding one hundred thousand dollars ($100,000) must file the required certification. Each tier certifies to the tier above that it shall not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, supplier partner agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Paul McArdle Respondent's **SIGNATURE**

10. PROCUREMENT OF RECOVERED MATERIALS

For participating agency purchases utilizing Federal funds, Supplier partner agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may be required to confirm estimates and otherwise comply. The requirements of Section 6002 includes procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds ten thousand dollars ($10,000) or the value of the quantity acquired during the preceding fiscal year exceeded ten thousand dollars ($10,000); procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

11. PROFIT AS A SEPARATE ELEMENT OF PRICE

For purchases using Federal funds in excess of one hundred fifty thousand dollars ($150,000), a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.324(b). When required by a participating agency, supplier partner agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, supplier partner agrees that the total price, including profit, charged by supplier partner to the participating agency shall not exceed the awarded pricing, including any applicable discount, under supplier partner's Master Agreement.

12. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Supplier partner agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend, or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

13. DOMESTIC PREFERENCES FOR PROCUREMENTS

For participating agency purchases utilizing Federal funds, Respondent agrees to provide proof, where applicable, that the materials, including but not limited to, iron, aluminum, steel, cement, and other manufactured products are produced in the United States.

"**Produced in the United States**" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

"**Manufactured products**" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

14. GENERAL COMPLIANCE AND COOPERATION WITH PARTICIPATING AGENCIES

In addition to the foregoing specific requirements, supplier partner agrees, in accepting any purchase order from a Participating Agency, it shall make a good faith effort to work with Participating Agencies to provide such information and to satisfy such requirements as may apply to a particular participating agency purchase or purchases including without limitation applicable recordkeeping and record retention requirements.

15. APPLICABILITY TO SUBCONTRACTORS

Supplier partner agrees that all contracts it awards pursuant to the Master Agreement shall be bound by the foregoing terms and conditions.

By my signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

Paul McArdle	Signed by: Paul McArdle	2/3/2026
Printed Name of Representative	*Signature*	*Date*
Entegra Procurement Services, LLC	915 Meeting Street, Suite 1400, North Bethesda, MD 20852	
Company Name	*Address*	*DUNS No. (if applicable)*

MANDATORY AFFIRMATIVE ACTION LANGUAGE
N.J.S.A. 10:5-31 *et seq.* (P.L. 1975, c. 127)
N.J.A.C. 17:27

PROCUREMENT, PROFESSIONAL, AND SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, shall not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor shall take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable shall, in all solicitations or advertisement for employees placed by or on behalf of the contractor, state that all qualified applicants shall receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The contractor or subcontractor, where applicable, shall send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it shall discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading, and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

Paul McArdle

Signature of Respondent

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

5. Any other information the protestor believes to be essential to the determination of the factual and legal questions at issue in the written protest.

D. Lead Agency shall issue written decisions on all timely protests and shall notify any protestor who filed an untimely protest as to whether the protest shall be considered.

E. An untimely protest may be considered by Lead Agency, if Lead Agency, in its sole discretion, determines that the protest raises issues significant to Lead Agency's procurement methodology. An untimely protest is one received by Lead Agency after the time periods set forth in this Section.

9. OTHER REQUIRED INFORMATION

A. **Applicability of Section 8 (Other Required Information) – State-Specific Requirements**

The requirements contained in this are included to address compliance obligations that may be imposed under the laws of certain states. These provisions apply only in those states where they are required by law or regulation and do not automatically apply to the Lead Agency or Participating Agencies located in states that do not impose such obligations.

Suppliers are responsible for complying with the certifications, licenses, and other requirements of the jurisdiction(s) in which they are conducting business under this Contract. States that currently require, or may require, additional certifications, licenses, registrations, or diverse business documentation under provisions such as those found in this Section include, but are not limited to: California, Texas, New York, Illinois, and Ohio.

Other states may also have comparable requirements. Suppliers are required to meet those obligations only when contracting with, receiving an award from, or fulfilling orders placed by the Lead Agency or a Participating Agency located in that state. If there is any conflict between the provisions in this Section and the laws of the Lead Agency's or a Participating Agency's state, the procurement laws of that Agency will govern and take precedence.

The inclusion of these provisions in this Section is necessary to ensure that this Contract may be lawfully used by Participating Agencies in states where such requirements exist. However, they do not create obligations for Suppliers in jurisdictions that do not require them, and failure to provide such documentation will not affect eligibility for award or use of this Contract outside the applicable state.

B. **Certifications And Licenses**

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

C. **Contractor's Employment Eligibility**

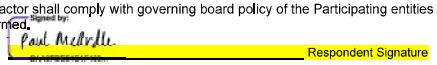
By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The Respondent complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Participating entities in which work is being performed.

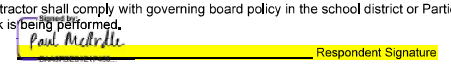


D. **Fingerprint & Criminal Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The Respondent shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.



Ownership Disclosure

coretrust | Public Sector

ATTACHMENT 1 –OWNERSHIP DISCLOSURE FORM

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Entegra Procurement Services, LLC

Organization Address: 915 Meeting Street, Suite 1400, North Bethesda, MD 20852

Part I Check the box that represents the type of business organization:

☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
☐ For-Profit Corporation (any type) ☑ Limited Liability Company (LLC)
☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
☐ Other (be specific): _____

Part II

☑ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST BELOW IN THIS SECTION**)

OR

☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Address
Sodexo Operations, LLC (100%)	915 Meeting Street, Suite 1400, North Bethesda, MD 20852

coretrust | Public Sector

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person**. Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s
www.sodexo.com	

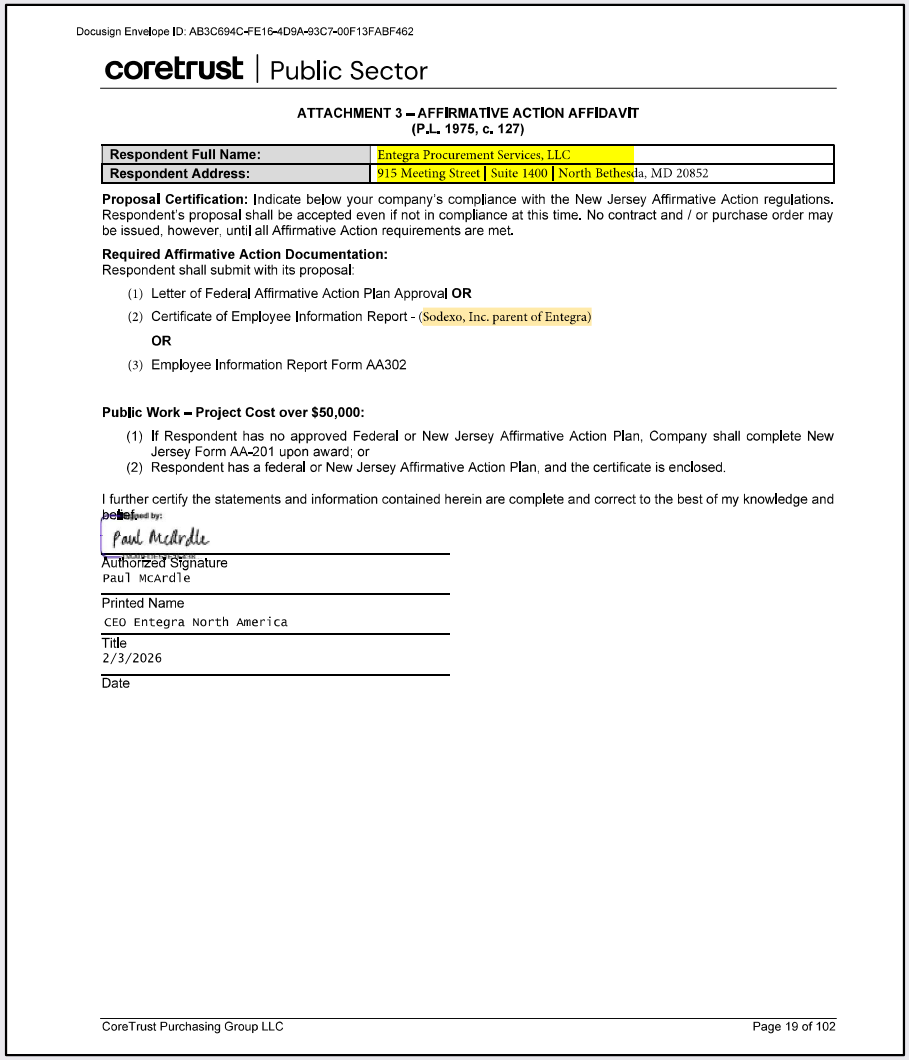
Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed**. Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address
Sodexo, Inc. (100%)	915 Meeting Street, Suite 1400, North Bethesda, MD 20852

Part IV CERTIFICATION

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **[New Jersey Government Entity]** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **[NJ Government Entity]** to notify the **[NJ Government Entity]** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **[NJ Government Entity]** to declare any contract(s) resulting from this certification void and unenforceable.

Affirmative Action Affidavit



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 3 – AFFIRMATIVE ACTION AFFIDAVIT
(P.L. 1975, c. 127)

Respondent Full Name:	Entegra Procurement Services, LLC
Respondent Address:	915 Meeting Street | Suite 1400 | North Bethesda, MD 20852

Proposal Certification: Indicate below your company's compliance with the New Jersey Affirmative Action regulations. Respondent's proposal shall be accepted even if not in compliance at this time. No contract and / or purchase order may be issued, however, until all Affirmative Action requirements are met.

Required Affirmative Action Documentation:
Respondent shall submit with its proposal:

(1) Letter of Federal Affirmative Action Plan Approval **OR**

(2) Certificate of Employee Information Report - (Sodexo, Inc. parent of Entegra)

OR

(3) Employee Information Report Form AA302

Public Work – Project Cost over $50,000:

(1) If Respondent has no approved Federal or New Jersey Affirmative Action Plan, Company shall complete New Jersey Form AA-201 upon award; or
(2) Respondent has a federal or New Jersey Affirmative Action Plan, and the certificate is enclosed.

I further certify the statements and information contained herein are complete and correct to the best of my knowledge and belief.

Signed by:
Paul McArdle

Authorized Signature

Paul McArdle

Printed Name

CEO Entegra North America

Title

2/3/2026

Date

CoreTrust Purchasing Group LLC Page 19 of 102

Political Contribution Disclosure

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 4 – C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant to N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Entegra Procurement Services, LLC		
Address:	915 Meeting Street, Suite 1400		
City:	North Bethesda	State: MD	Zip: 20852

The undersigned, being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature of Vendor	Printed Name	Title
Paul McArdle	Paul McArdle	CEO

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than $300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
Sodexo, Inc.	Elevate NJ	April 10, 2025	$ 3,600

☐ Check here if the information is continued on subsequent page(s).

Stockholder Disclosure

coretrust | Public Sector

ATTACHMENT 5 – STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Entegra Procurement Services, LLC

☑ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholders owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership ☐ Corporation ☐ Sole Proprietorship
☐ Limited Partnership ☑ Limited Liability Corporation ☐ Limited Liability Partnership
☐ Subchapter S Corporation

Sign and notarize the form below and, if necessary, complete the stockholder list below. Use more space as necessary.

Stockholders:

Name: Sodexo Operations, LLC (100%)
Home Address: 915 Meeting Street, Suite 1400
North Bethesda, MD 20852

Name:
Home Address:

Name:
Home Address:

Name:
Home Address:

Subscribed and sworn to before me this day *online notarization

February 3, 2026

Gregory Cecil Holland
Gregory Cecil Holland, Online Notary Public

My Commission expires May 6, 2029

Affiant

Paul McArdle
Type or print name of affiant under signature

Witness:
Martin Schellenberg
9950 Camberly Ct
Granite Bay, CA 95746

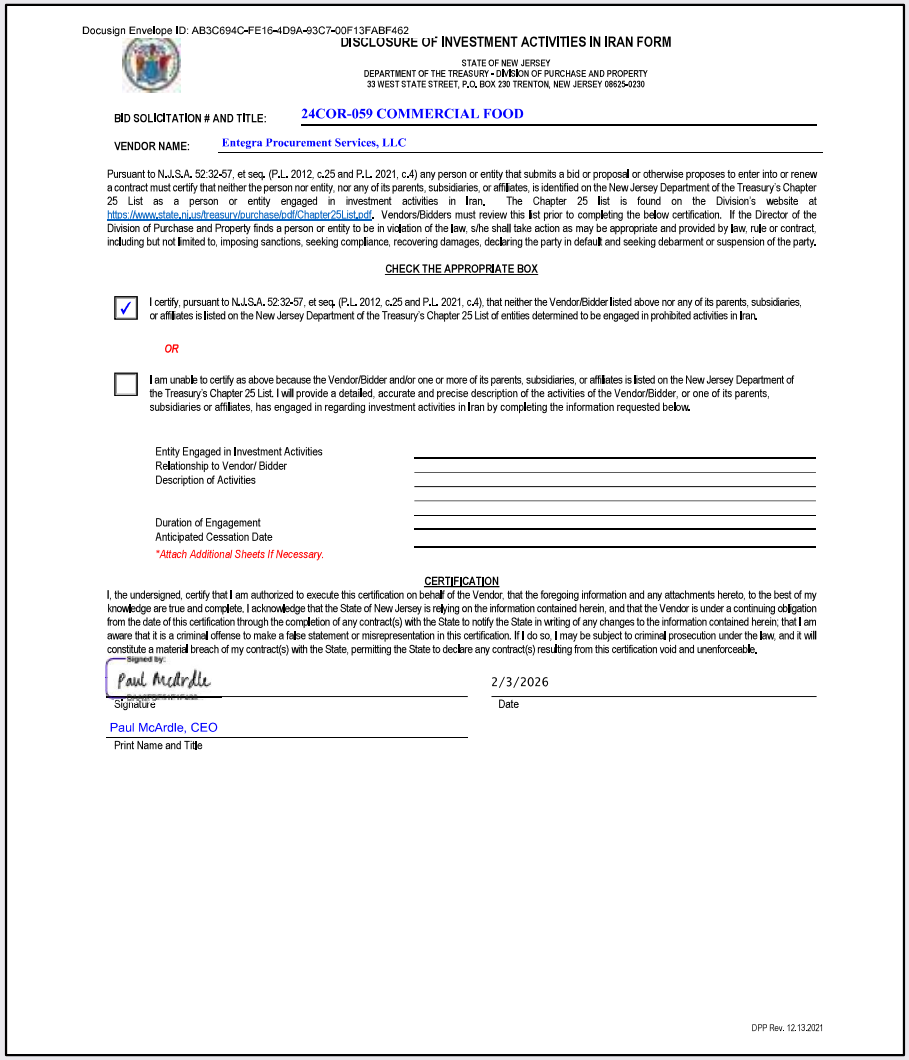
Paul McArdle appeared, signed electronically and presented his United Kingdom Passport for identification

Martin Schellenber appeared, signed electronically and presented his CA Driver's License for identification

GREGORY CECIL HOLLAND
Notary Public - State of Florida
Commission # HH 671173
My Comm. Expires May 6, 2029

This notarial act was an online notarization

Disclosure of Investment Activities in Iran



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY • DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: 24COR-059 COMMERCIAL FOOD

VENDOR NAME: Entegra Procurement Services, LLC

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

☑ I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

☐ I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signed by: Paul McArdle — 2/3/2026

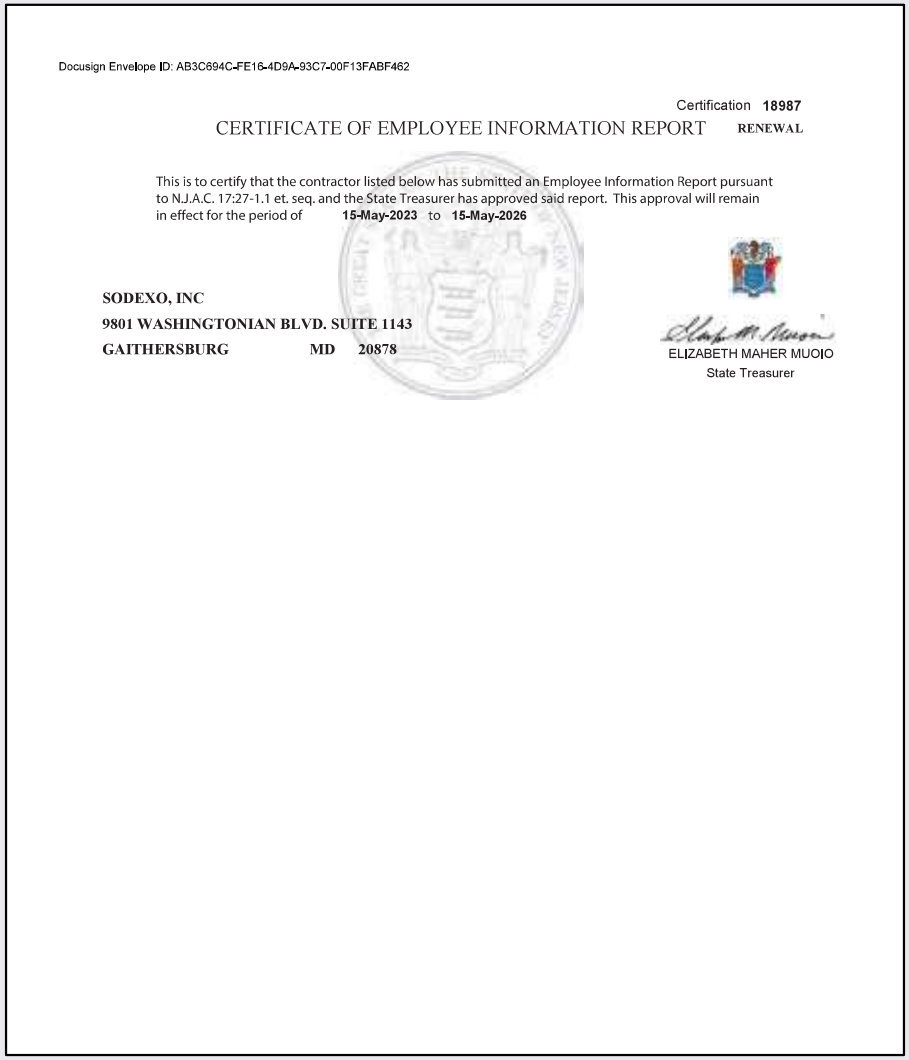
Signature — Date

Paul McArdle, CEO

Print Name and Title

DPP Rev. 12.13.2021

New Jersey Business Registration



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

Certification **18987**

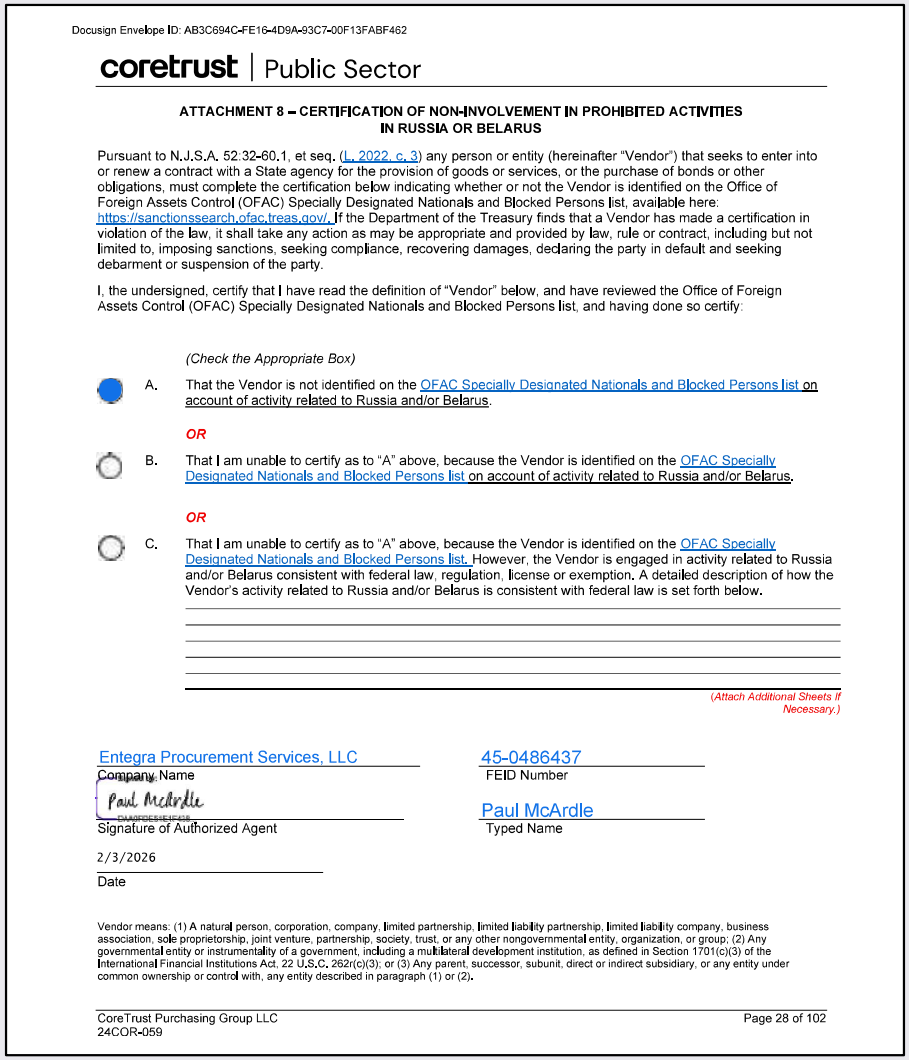
CERTIFICATE OF EMPLOYEE INFORMATION REPORT **RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-May-2023** to **15-May-2026**

SODEXO, INC
9801 WASHINGTONIAN BLVD. SUITE 1143
GAITHERSBURG MD 20878

ELIZABETH MAHER MUOIO
State Treasurer

Certification of Non-Involvement in Prohibited Activities in Russia or Belarus



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

ATTACHMENT 8 – CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS

Pursuant to N.J.S.A. 52:32-60.1, et seq. (L. 2022, c. 3) any person or entity (hereinafter "Vendor") that seeks to enter into or renew a contract with a State agency for the provision of goods or services, or the purchase of bonds or other obligations, must complete the certification below indicating whether or not the Vendor is identified on the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, available here: https://sanctionssearch.ofac.treas.gov/. If the Department of the Treasury finds that a Vendor has made a certification in violation of the law, it shall take any action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

I, the undersigned, certify that I have read the definition of "Vendor" below, and have reviewed the Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons list, and having done so certify:

(Check the Appropriate Box)

(●) A. That the Vendor is not identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

( ) B. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list on account of activity related to Russia and/or Belarus.

OR

( ) C. That I am unable to certify as to "A" above, because the Vendor is identified on the OFAC Specially Designated Nationals and Blocked Persons list. However, the Vendor is engaged in activity related to Russia and/or Belarus consistent with federal law, regulation, license or exemption. A detailed description of how the Vendor's activity related to Russia and/or Belarus is consistent with federal law is set forth below.

(Attach Additional Sheets If Necessary.)

Entegra Procurement Services, LLC
Company Name

45-0486437
FEID Number

Paul McArdle
Signature of Authorized Agent

Paul McArdle
Typed Name

2/3/2026
Date

Vendor means: (1) A natural person, corporation, company, limited partnership, limited liability partnership, limited liability company, business association, sole proprietorship, joint venture, partnership, society, trust, or any other nongovernmental entity, organization, or group; (2) Any governmental entity or instrumentality of a government, including a multilateral development institution, as defined in Section 1701(c)(3) of the International Financial Institutions Act, 22 U.S.C. 262r(c)(3); or (3) Any parent, successor, subunit, direct or indirect subsidiary, or any entity under common ownership or control with, any entity described in paragraph (1) or (2).

CoreTrust Purchasing Group LLC
24COR-059

Page 28 of 102

Other Required Information

5. Any other information the protestor believes to be essential to the determination of the factual and legal questions at issue in the written protest.

D. Lead Agency shall issue written decisions on all timely protests and shall notify any protestor who filed an untimely protest as to whether the protest shall be considered.

E. An untimely protest may be considered by Lead Agency, if Lead Agency, in its sole discretion, determines that the protest raises issues significant to Lead Agency's procurement methodology. An untimely protest is one received by Lead Agency after the time periods set forth in this Section.

9. OTHER REQUIRED INFORMATION

A. **Applicability of Section 8 (Other Required Information) – State-Specific Requirements**

The requirements contained in this are included to address compliance obligations that may be imposed under the laws of certain states. These provisions apply only in those states where they are required by law or regulation and do not automatically apply to the Lead Agency or Participating Agencies located in states that do not impose such obligations.

Suppliers are responsible for complying with the certifications, licenses, and other requirements of the jurisdiction(s) in which they are conducting business under this Contract. States that currently require, or may require, additional certifications, licenses, registrations, or diverse business documentation under provisions such as those found in this Section include, but are not limited to: California, Texas, New York, Illinois, and Ohio.

Other states may also have comparable requirements. Suppliers are required to meet those obligations only when contracting with, receiving an award from, or fulfilling orders placed by the Lead Agency or a Participating Agency located in that state. If there is any conflict between the provisions in this Section and the laws of the Lead Agency's or a Participating Agency's state, the procurement laws of that Agency will govern and take precedence.

The inclusion of these provisions in this Section is necessary to ensure that this Contract may be lawfully used by Participating Agencies in states where such requirements exist. However, they do not create obligations for Suppliers in jurisdictions that do not require them, and failure to provide such documentation will not affect eligibility for award or use of this Contract outside the applicable state.

B. **Certifications And Licenses**

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services including, but not limited to licenses, registrations or certifications. M/WBE, HUB, DVBE, small and disadvantaged business certifications and other diverse business certifications, as well as manufacturer certifications for sales and service must be included if applicable.

C. **Contractor's Employment Eligibility**

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

The Respondent complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Participating entities in which work is being performed.

Signed by:
Paul Medrdle
Respondent Signature

D. **Fingerprint & Criminal Background Checks**

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The Respondent shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

Signed by:
Paul Medrdle
Respondent Signature

E. **ANTITRUST CERTIFICATION STATEMENTS**

(Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Signed by: Paul Mcbride DAA9FB5E15454F8... Respondent Signature

F. **IMPLEMENTATION OF HOUSE BILL 1295**

Certificate of Interested Parties (Form 1295):
In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

Filing Process:
Staring on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

G. **BOYCOTT CERTIFICATION**

Respondent must certify that during the term of any Agreement, it does not boycott Israel and will not boycott Israel. "Boycott" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

Does vendor agree? PM (Initials of Authorized Representative)

Respondent must certify that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association. Respondent must also certify that it does not boycott energy companies; and will not boycott energy companies during the term of the contract.

Does vendor agree? PM (Initials of Authorized Representative)

H. **TERRORIST STATE CERTIFICATION**

In accordance with Texas Government Code, Chapter 2252, Subchapter F, REGION 10 ESC is prohibited from entering into a contract with a company that is identified on a list prepared and maintained by the Texas Comptroller or the State Pension Review Board under Texas Government Code Sections 806.051, 807.051, or 2252.153. By execution of any agreement, the respondent certifies to REGION 10 ESC that it is not a listed company under any of those Texas Government Code provisions. Responders must voluntarily and knowingly acknowledge and agree that any agreement shall be null and void should facts arise leading the REGION 10 ESC to believe that the respondent was a listed company at the time of this procurement.

Does vendor agree? PM (Initials of Authorized Representative)

I. **FEMA REQUIREMENTS**

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). Additionally, Appendix II to Part 200 authorizes FEMA to require or recommend additional provisions for contracts.

All respondents submitting proposals must complete this FEMA Recommended Contract Provisions Form regarding respondent's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using FEMA funds. This completed form will be made available to Members for their use while considering their purchasing options when using FEMA grant funds. Members may also require Supplier Partners to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Respondent should certify Respondent's agreement and ability to comply, where applicable, by having respondents authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a Respondent fails to complete any item in this form, it will be considered that the Respondent's response will be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, may impact the ability of a participating agency to purchase from the Supplier using federal funds.

1. *Access to Records*

For All Procurements

The Winning Supplier agrees to provide the participating agency, the pass-through entity (if applicable), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized

representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

The Winning Supplier agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

The Winning Supplier agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

For Contracts Entered into After August 1, 2017 Under a Major Disaster or Emergency Declaration

In compliance with section 1225 of the Disaster Recovery Reform Act of 2018, the participating agency, and the Winning Supplier acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States."

Does vendor agree? PM (Initials of Authorized Representative)

2. *Changes*

FEMA recommends that all contracts include a changes clause that describes how, if at all, changes can be made by either party to alter the method, price, or schedule of the work without breaching the contract. The language of the clause may depend on the nature of the contract and the procured item(s) or service(s). The participating agency should also consult their servicing legal counsel to determine whether and how contract changes are permissible under applicable state, local, or tribal laws or regulations.

Does vendor agree? PM (Initials of Authorized Representative)

3. *Use of DHS Seal, Logo, and Flags*

The Winning Supplier shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval. The contractor shall include this provision in any subcontracts.

Does vendor agree? PM (Initials of Authorized Representative)

4. *Compliance with Federal Law, Regulations, And Executive Orders and Acknowledgement of Federal Funding*

This is an acknowledgement that when FEMA financial assistance is used to fund all or a portion of the participating agency's contract with the Winning Supplier, the Winning Supplier will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

Does vendor agree? PM (Initials of Authorized Representative)

5. *No Obligation by Federal Government*

The federal government is not a party to this or any contract resulting from this or future procurements with the participating agencies and is not subject to any obligations or liabilities to the non-federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

6. *Program Fraud and False or Fraudulent Statements or Related Acts*

The Winning Supplier acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

Does vendor agree? PM (Initials of Authorized Representative)

7. *Affirmative Socioeconomic Steps*

If subcontracts are to be let, the Winning Supplier is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Does vendor agree? PM (Initials of Authorized Representative)

8. *License and Delivery of Works Subject to Copyright and Data Rights*

The Winning Supplier grants to the participating agency, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Winning Supplier will identify such data and grant to the participating agency or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Winning Supplier will deliver to the participating agency data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the (insert name of the non-federal entity).

Does vendor agree? PM (Initials of Authorized Representative)

10. Prevailing Wage Requirements and Pricing Clause for Nationwide Cooperative

A. Overview and Applicability

This clause governs prevailing wage compliance for all work performed under this cooperative contract, regardless of the prevailing wage requirements of the Lead Agency's state. It applies to:

- All services performed in the Lead Agency's state must comply with applicable federal, state, or local wage laws in that jurisdiction. If no prevailing wage laws apply, pricing may reflect standard labor rates.
- Services performed in Participating Agencies' states must comply with the prevailing wage requirements mandated by the applicable federal, state, or local laws of that jurisdiction.
- Federal wage laws, including the Davis-Bacon Act, apply to any work funded in whole or in part with federal funds.

B. Prevailing Wage Compliance – All Jurisdictions

1. The Contractor is responsible for determining and complying with all applicable prevailing wage requirements in each jurisdiction where services are performed under this contract.
2. This includes compliance with:
    - Federal prevailing wage laws (e.g., Davis-Bacon Act),
    - State or local prevailing wage laws,
    - Any jurisdiction-specific wage determinations applicable to a project or contract.
3. The absence of prevailing wage requirements in the Lead Agency's state does not exempt the Contractor from compliance in other jurisdictions.
4. Each Participating Agency will notify the Contractor of any applicable wage obligations. The Contractor is responsible for proactively confirming this information prior to beginning work.

C. Contractor Obligations

1. The Contractor must:
    - Confirm prevailing wage applicability with each Participating Agency prior to beginning any work.
    - Request and apply the current wage determinations issued by the appropriate federal, state, or local authority.
    - Provide jurisdiction-specific wage rate schedules to Participating Agencies where prevailing wage laws apply.

- Adjust labor rates immediately upon any changes to applicable prevailing wage rates, ensuring the updated rates are applied to all services rendered on or after the effective date of the change.

2. The Contractor must maintain complete and accurate wage documentation for all work performed under this contract in jurisdictions with applicable wage laws. This includes, but is not limited to:
   - Certified payroll records submitted in the format required by the applicable governing authority.
   - Signed wage affidavits.
   - Records of wage classifications, hourly rates, and fringe benefits.
   - Required public postings (e.g., wage determinations, job classifications, contact information for reporting violations).
   - Any jurisdiction-specific documentation mandated by state or local law.
3. Subcontractor Compliance: The Contractor must ensure that all subcontractors comply with all applicable prevailing wage laws and maintain the same documentation standards. The Contractor is responsible for:
   - Collecting, reviewing, and retaining subcontractor wage documentation.
   - Taking reasonable steps to verify subcontractor compliance.
   - Ensuring subcontractors apply the appropriate wage rates and classifications.

D. Pricing Requirements

1. Base Pricing for Proposal Submission: Vendors must submit pricing that reflects the prevailing wage requirements, or lack thereof, in the Lead Agency's jurisdiction.
   - If prevailing wage laws apply in the Lead Agency's state, pricing must reflect full compliance with those rates.
   - If prevailing wage laws do not apply, pricing may reflect standard market labor rates in that jurisdiction.
2. Jurisdiction-Based Adjustments: Vendors must adjust pricing for Participating Agencies based on the prevailing wage requirements in each jurisdiction. All adjustments should be made relative to the pricing submitted in response to the Lead Agency's solicitation, which may or may not reflect prevailing wage rates, depending on the Lead Agency's laws. Specifically:
   - If the Lead Agency requires prevailing wages, vendors must offer reduced pricing to Participating Agencies in jurisdictions where prevailing wage laws do not apply or where labor costs are lower.
   - If the Lead Agency does not require prevailing wages, vendors must be prepared to increase pricing for Participating Agencies located in jurisdictions that do require prevailing wages, in full compliance with applicable federal, state, or local laws.
   - Vendors must provide updated, jurisdiction-specific pricing schedules to each Participating Agency at the time of engagement, reflecting the applicable prevailing wage obligations for that location.
3. Proposal Documentation: Vendors must clearly explain how pricing may vary across jurisdictions and how those differences relate to the Lead Agency's bid pricing. Specifically, vendors must:
   - Identify and document any pricing differences that result from jurisdictional prevailing wage requirements, relative to the pricing submitted in response to the Lead Agency's solicitation.
   - Justify all rate adjustments, whether increases or reductions, by referencing the applicable federal, state, or local wage laws that drive those changes.
4. Pricing Equity: Participating Agencies must receive pricing that is fair, transparent, and consistent with applicable labor laws. Vendors must:

Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

   - Disclose and explain all pricing adjustments to each Participating Agency at the time of engagement. Adjustments must reflect the presence or absence of prevailing wage requirements in that jurisdiction and must be clearly identified as increases or decreases relative to the pricing submitted in response to the Lead Agency's solicitation.
   - Ensure that all pricing complies with applicable federal, state, or local wage laws and proportionate to the labor rates required in each Participating Agency's jurisdiction.

E. Monitoring and Adjustments

1. The Contractor is solely responsible for monitoring, tracking, and implementing changes to prevailing wage rates in all jurisdictions where services are performed under this contract. This includes
   - Reviewing updates from labor authorities.
   - Subscribing to wage bulletins.
   - Maintaining systems or procedures to ensure real-time compliance.
2. Rate revisions are effective immediately upon issuance by the governing authority and must be applied to all services performed after the effective date. The Contractor must:
   - Update internal rate schedules and invoicing systems to reflect the new rates.
   - Notify affected Participating Agencies of the rate changes.
   - Maintain documentation of the rate change, including the official issuance date and source.
   - Apply rate adjustments using the standard formula below, if applicable.
3. When prevailing wage rates increase during the contract term, the Contractor's pricing may be adjusted proportionally using the following formula.

   Example:
   A. Initial prevailing wage rate = $50 per hour
   B. Increased prevailing wage rate = $60 per hour
   C. Contractor's bid labor rate = $70 per hour

   Percentage Increase = ($60 – $50) ÷ $50 = 20%
   Adjusted Labor Rate = $70 + ($70 × 0.20) = $84 per hour

F. Non-Compliance and Penalties

Failure to comply with applicable federal, state, or local prevailing wage laws may result in any of the following actions:

- Suspension or termination of the cooperative contract or any related purchase orders by the Lead Agency or a Participating Agency.
- Reimbursement of overcharges, including any improperly billed labor costs.
- Referral to the appropriate enforcement authority, such as a federal, state, or local labor agency, which may investigate and impose legal penalties or fines as permitted by law.
- Disqualification from future contracting opportunities under this cooperative or other public procurement programs.
- Any other contractual remedies available under the terms of this agreement or applicable procurement laws.

G. Federal Funding Considerations

When services are performed pursuant to this cooperative contract and are funded in whole or in part by federal funds, the Contractor must comply with all applicable federal prevailing wage laws, including but not limited to the Davis-Bacon Act.

- Federal wage determinations issued by the U.S. Department of Labor for the applicable project locality shall govern and take precedence over any conflicting state or local requirements.
- The Contractor must ensure compliance with all federal recordkeeping obligations, including submission of certified payrolls, and must apply the correct wage classifications and fringe benefit requirements for the work performed.

H. Non Discrimination In Employment In Northern Ireland: Macbride Fair Employment Principles

In accordance with §165 of the State Finance Law, the Contractor stipulates that it either has no business operations in Northern Ireland, or if it does have such business operations, it shall take lawful steps in good faith to conduct such operations in accordance with the MacBride Fair Employment Principles.

PLEASE READ AND INITIAL EITHER STATEMENT #1 OR STATEMENT #2. DO NOT INITIAL BOTH STATEMENTS.

PM

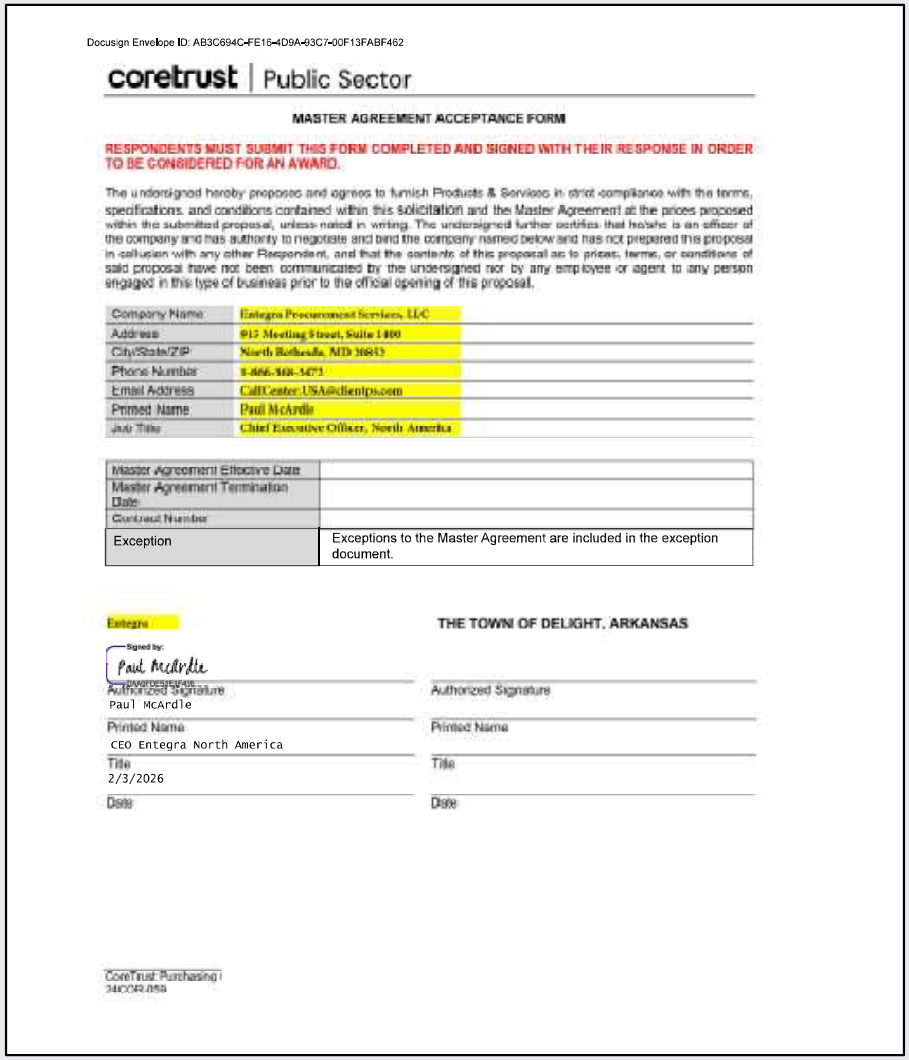
____ 1. The Contractor, and any individual or legal entity in which the Contractor holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Contractor has no business operations in Northern Ireland.

____ 2. The Contractor, and any individual or legal entity in which the Contractor holds a 10% or greater ownership interest and any individual or legal entity that holds a 10% or greater ownership interest in the Contractor shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles and shall permit the independent monitoring of their compliance with such principles.

Signed by:
X Paul McArdle Signature

Paul McArdle
Print Name

Master Agreement Acceptance Form



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

MASTER AGREEMENT ACCEPTANCE FORM

RESPONDENTS MUST SUBMIT THIS FORM COMPLETED AND SIGNED WITH THEIR RESPONSE IN ORDER TO BE CONSIDERED FOR AN AWARD.

The undersigned hereby proposes and agrees to furnish Products & Services in strict compliance with the terms, specifications, and conditions contained within this solicitation and the Master Agreement at the prices proposed within the submitted proposal, unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this proposal in collusion with any other Respondent, and that the contents of this proposal as to prices, terms, or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Company Name	Entegra Procurement Services, LLC
Address	915 Meeting Street, Suite 1400
City/State/ZIP	North Rethesda, MD 20852
Phone Number	1-866-368-3473
Email Address	CallCenterUSA@clientps.com
Printed Name	Paul McArdle
Job Title	Chief Executive Officer, North America

Master Agreement Effective Date	
Master Agreement Termination Date	
Contract Number	
Exception	Exceptions to the Master Agreement are included in the exception document.

Entegra

Signed by:
Paul McArdle
2A4FDE5E1E4F4D5...
Authorized Signature

Paul McArdle
Printed Name

CEO Entegra North America
Title

2/3/2026
Date

THE TOWN OF DELIGHT, ARKANSAS

Authorized Signature

Printed Name

Title

Date

CoreTrust Purchasing I
34COR.059

Admin Agreement

Docusign Envelope ID: 1196A126-F114-4B37-B2F9-7A0ABB799BDD

coretrust | Public Sector

ADMINISTRATION AGREEMENT

THIS ADMINISTRATION AGREEMENT, including the Terms and Conditions attached hereto as Attachment A (collectively, this "**Admin Agreement**") is entered into as of 7/1/2026 [CLICK HERE TO ENTER DATE] ("**Effective Date**") by and between CoreTrust Purchasing Group LLC, a Delaware limited liability company ("**CoreTrust**") and the Party identified in the table below ("**Supplier**") (each a "**Party**" and together the "**Parties**").

This Admin Agreement sets forth certain terms between CoreTrust and Supplier that apply to Supplier's provision of Products & Services to governmental agencies participating in CoreTrust's national cooperative purchasing program ("**Participating Agencies**"). For purposes of this Admin Agreement, any lead agency shall also be a Participating Agency.

Supplier Full Name:	Entegra Procurement Services, LLC
Supplier Address:	915 Meeting Street, Suite 1400 North Bethesda, MD 20852

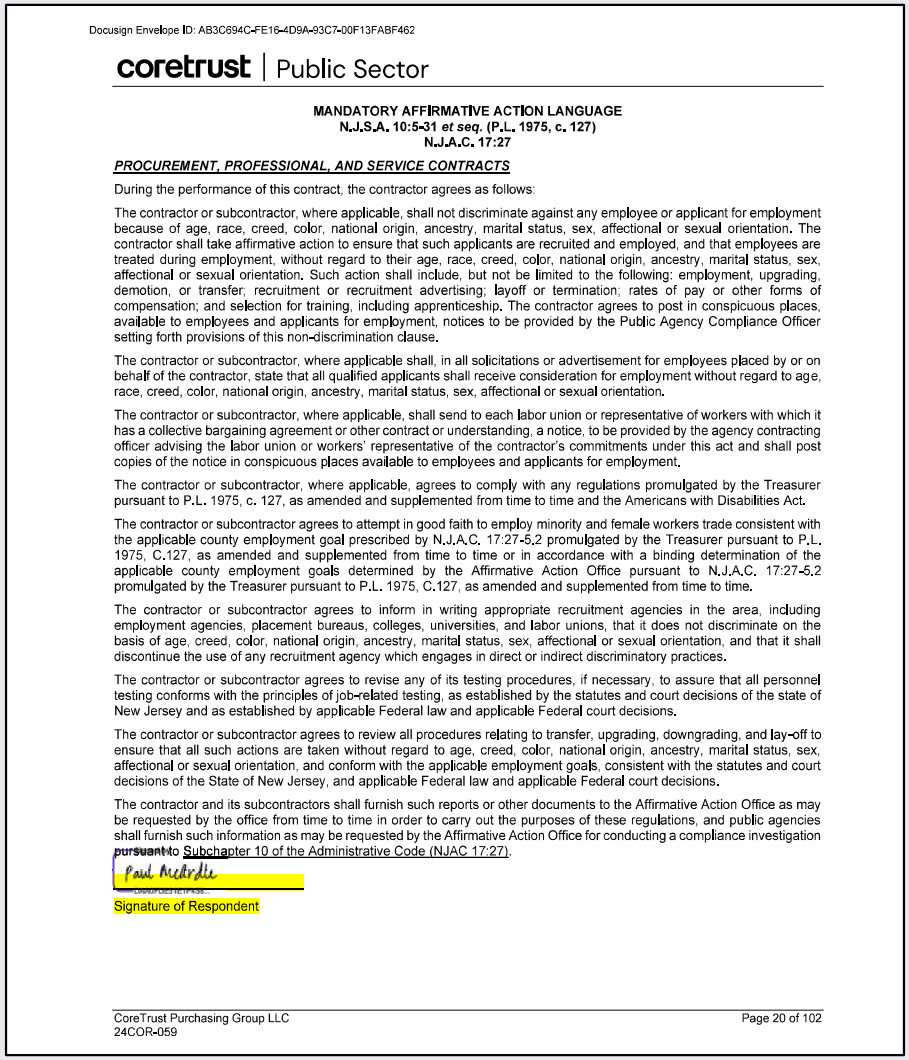
Supplier National Account Manager:		**Notice Address(es)* per Section 6(f):**
Name:	Tawni Mabel	Entegra Attn: Jeff Porterfield 915 Meeting Street, 15th Floor Bethesda, MD 20852 Entegra Attn: Fernando Nishio 915 Meeting Street, 15th Floor Bethesda, MD 20852
Title:	Director Client Services	
Telephone:	801-455-8705	
Email:	tawni.mabel@entegraps.com	

CoreTrust Point of Contact:		**Notice Address(es) per Section 6(f):**
Name:	Drew Tuller	CoreTrust Purchasing Group LLC Attn: Chief Revenue Officer 601 11th Avenue North, 7th Floor Nashville, Tennessee 37203 With a copy to: CoreTrust Purchasing Group LLC Attn: General Counsel 601 11th Avenue North, 7th Floor Nashville, Tennessee 37203
Title:	Senior Director Sales, Public Sector	
Telephone:	518-538-1948	
Email:	Drew.Tuller@coretrustpg.com	

IN WITNESS WHEREOF, CoreTrust and Supplier have signed this Admin Agreement by their duly authorized representatives as of the Effective Date.

CORETRUST PURCHASING GROUP LLC	**SUPPLIER**
	Paul McArdle
Authorized Signature	Authorized Signature
Printed Name	Paul McArdle Printed Name

Mandatory Affirmative Action Language



Docusign Envelope ID: AB3C694C-FE16-4D9A-93C7-00F13FABF462

coretrust | Public Sector

MANDATORY AFFIRMATIVE ACTION LANGUAGE
N.J.S.A. 10:5-31 *et seq.* (P.L. 1975, c. 127)
N.J.A.C. 17:27

PROCUREMENT, PROFESSIONAL, AND SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, shall not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor shall take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable shall, in all solicitations or advertisement for employees placed by or on behalf of the contractor, state that all qualified applicants shall receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The contractor or subcontractor, where applicable, shall send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it shall discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading, and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

Paul McBride

Signature of Respondent

CoreTrust Purchasing Group LLC
24COR-059

Page 20 of 102

Cyber Security Plan & Protocols

Information Security Policy

INTRODUCTION
Information and the technology that supports it represent two of Sysco's most valuable assets. Sysco recognizes the benefits of information technology and leverages it to drive stakeholder value. Sysco also understands and manages the associated information security risks, which increasingly include regulatory and industry compliance requirements.

The *Information Security Framework* assists Sysco in reaching its business objectives by:

- Establishing a link to Sysco's business information requirements
- Organizing information security activities into well-defined and executable processes
- Identifying major information security risks to be addressed
- Defining the management control objectives to be reached

Implementation of the *Information Security Framework* (described in Attachment A) within Sysco is accomplished through the development and maintenance of policies, procedures, standards and guidelines that are supported by management and executed on a recurring basis. The execution of the *Framework* is accomplished through the design, development, maintenance and enforcement of multiple information security initiatives, with this Information Security Policy being the key source of information security information in Sysco.

PURPOSE
The purpose of this Policy is to establish Sysco Corporation requirements for appropriate and reasonable information security management, and to ensure they are implemented, maintained, and enforced to protect Sysco's systems and information assets. This Information Security Policy is designed to secure Sysco systems such that business operations are not needlessly impacted and to provide security-based controls required for compliance with Sarbanes-Oxley and the Payment Card Industry (PCI) Standard.

SCOPE
This Information Security Policy is an enterprise-wide policy and shall apply to all Sysco employees and employees of any Sysco subsidiary (hereinafter collectively referred to as "You"). Compliance with this Policy shall be an expectation of employment. This Policy also shall apply to all third parties performing services on Sysco's behalf, including all contractors, consultants and business partners. For such third parties, compliance with this Policy shall be a condition of access to Sysco facilities and resources, and of being permitted to perform services for Sysco.

This Policy specifically covers the Sysco Corporate offices. While Sysco broadlines, specialty companies and regional distribution centers also shall adhere to this Policy, they may have special addendums or dedicated security policies specific to their environment.

This Policy covers all Sysco Information Technology systems, including applications (key financial and other business applications as required), information classification and encryption, networks (firewalls, routers, proxy servers and switches), operating systems (iSeries [AS400], Windows Active Directory, AIX [Unix], Linux [Unix] and OS390 [mainframe]), and databases (Oracle, SQL Server, DB2 and Sybase).

This Policy does not replace the Sysco Privacy Policy[1]. It additionally does not cover non-production systems or hardware specifically owned and maintained by IBM; specific Information Technology operational processes, policies, procedures and standards; or Specific Information Technology change management processes, policies, procedures and standards. Explanation of general and specific system technologies referenced in this Policy can be obtained from appropriate Information Technology technical management.

POLICY STATEMENT

1. Core Principles

   The core security principles of this Policy are designed to successfully achieve the business and information technology/service goals set forth by Sysco. These principles are the basis of the Information Security Framework and form a common thread throughout this Policy and the Information Security team's activities. Achieving a secured environment will include the need to control, audit, and monitor systems and personnel activity related to the use of Sysco systems and information.

   The core security principles of this Policy are:

   - **Confidentiality:** Information shall not be disclosed to unauthorized individuals, programs, or processes. Control mechanisms dictate who can access information (authentication) and what actions they can perform to that information (authorization). Examples of security mechanisms that facilitate confidentiality include encryption, logical and physical access controls, communications protocols, database access and views, and controlled networking or network segmentation.

   - **Integrity:** Information must be accurate, complete, and protected from unauthorized modification. Information must follow controlled change mechanisms, thereby resulting in a high level of confidence in the information. Examples of security mechanisms that facilitate integrity include change management procedures and use of 'checks-and-balances' to ensure planned changes match actual changes.

   - **Availability:** Information, systems, and resources are available to users in a timely manner so that productivity is not affected. Examples of security mechanisms that facilitate high availability include recovery systems and fault tolerance.

2. Personnel Security

   a. Information Security Awareness
   Security awareness training shall be conducted within Sysco to promote understanding and compliance with all applicable laws, regulations, and this Policy. This training is also used to communicate security-related topics and issues specific to Sysco and general security best practices. These training mechanisms may vary in format and could include email messages, presentations, classroom lessons, and web logs (blogs).

   b. Information Security Training

[1] While "Security" and "Privacy" are related, they are different and cannot be considered substitutes for each other. Security constitutes reasonable and prudent policies, processes, activities, and tools utilized to maintain confidentiality, integrity, and availability. Privacy restricts access to information to the minimum reasonably needed purpose of the disclosure of the information. Example: Security is the sealed envelope, whereas Privacy is the successful delivery of the message within the envelope.

Sysco will provide appropriate training to ensure that Sysco associates are exposed to this Information Security Policy, security best practices and are aware of their responsibilities for maintaining effective security of Sysco's information and systems assets. See the *Procedures and Training* section, below, for further details on information security training.

c. Incident Response Plan
Information Security incident response is defined as the planned response to an unplanned or unwanted event that impacts or has the potential to impact the confidentiality, availability, or integrity of Sysco's information technology assets. The standards, procedures and guidelines that form the Information Security Incident Response Plan are part of the Framework. The Incident Response Plan can be found on the Information Security SharePoint site.

The purpose of incident response is to minimize the damage from security incidents and malfunctions, and to learn from such events. To this end, all incidents suspected of adversely affecting the confidentiality, availability or integrity of Sysco systems and information assets shall be reported through appropriate support mechanisms, such as the Sysco Customer Support Group or Information Technology management channels. The Incident Response Plan shall be developed, maintained and executed by Information Security.

d. Sysco and IBM Coordination
Sysco and IBM will coordinate their respective security activities and efforts to maintain, follow, and enforce defined information security standards and policies. Recurring coordination activities include weekly and monthly coordination meetings. The purpose of these requirements is to ensure Sysco and IBM appropriately coordinate and share security responsibilities and information for all hosted Systems.

Sysco and IBM Information Technology management and staff shall participate in the weekly and monthly status meetings. The weekly meetings shall address specific detail and monitor adherence to information security standards and policies. The monthly meetings shall include Sysco Information Technology and IBM management, and shall be intended to ensure to ensure the required security coordination is on-track and issues are resolved in a timely and satisfactory manner.

The IBM GSD331 Base and Appendices documentation shall be reviewed and updated at least once per year. Sysco and IBM shall be held accountable for following the IBM GSD311 document.

Sysco and IBM shall follow the Privileged-Use Groups and Account Policy, which is located on the Information Security SharePoint site, for managing and controlling privileged-use group membership and account access. See Section 3.d. of this Policy – *Privileged-Use Groups and Accounts* below for more information.

e. Monitor Systems Use
Sysco systems shall be monitored to ensure they are being utilized for appropriate Sysco business purposes and shall be reviewed in detail in response to identified security breach incidents or management inquiries. Examples of network tools in use for monitoring purposes include Sniffer, Visual Network, Solar Winds, MRTG, and Cisco Works.

Information Security and appropriate Information Technology technical teams, with appropriate approval from Sysco Information Technology management, shall monitor Sysco

computer systems to ensure appropriate Sysco business use. Specific examples of inappropriate use include, but are not limited to, the following:

Electronic "Chain Letters" (SPAM) – Sysco associates and third parties shall not participate in the sending, forwarding, or in any other way continue the distribution or communication of electronic chain letters.

Non-business Internet Browsing – Sysco associates and third parties are to utilize Internet resources for appropriate and legitimate business purposes. For further information, see Section 5.k., *Internet Usage,* for more specific information on acceptable use of the Internet.

3. Logical Access Security

Logical access security controls how end users and systems communicate and interact with other systems and their resources, such as networks, operating systems, databases, applications, and the information managed by the applications and contained in the databases. These access controls are designed to provide appropriate access, which includes providing authorized access and impeding unauthorized access.

Logical access is defined by the *authentication* and *authorization* provided by a system account. Authentication is the process of validating the account to the system, which is the logon process that ensures the account and password match those contained within the system. Authorization is the level of access, rights, permissions, and privileges within a system assigned to the account. The combination of authentication and authorization determines the account's complete access to the system.

a. Logical Access Security
Logical access security starts with the process of proving one's self to the system. Since authentication to Sysco and non-Sysco (third party) systems will vary with the role and responsibilities assigned to the associate, specific authentication will vary between systems. The central authentication requirement for accessing Sysco systems is the Windows Active Directory logon. Specific authorization is also based on roles and responsibilities and will vary between systems.

To ensure appropriate authentication and authorization is an integral part of all Sysco systems, the following shall be observed:

- Logical access to Sysco systems shall be appropriately restricted based on the Sysco associate's work responsibilities.
- Sysco associates will have dedicated per-system accounts assigned to them (example: Windows Active Directory account). The associate shall be responsible for the use of those accounts and shall be held accountable for abuse/misuse of assigned accounts.
- Sysco associates shall follow appropriate policies and procedures when requesting new accounts, changes to accounts, and deletion of accounts. See section *3.b – Account Lifecycle* for more information on the account lifecycle process.
- Sysco associates shall not use generic or shared accounts or share their account information with anyone else. See section *3.c – Account Definitions* for more information on Sysco system accounts.

- Sysco associates, contractors, and consultants shall not share account passwords with others, whether or not the individuals with which the password is being shared are internal employees. Sharing an account password includes but is not limited to writing it down and storing the password in a readily accessible location, sending the password to another party through email, in person, or through other communication means, and/or providing the password through a support ticket.

- Associates, contractors, and/or consultants shall change their account password immediately if unintentionally divulged, or when notified of suspicious activity. See Section 3.e, *Password Parameters*, for more information on password requirements for Sysco systems.

b. Account Lifecycle

Sysco system accounts shall be managed utilizing an account lifecycle approach that includes account setup, maintenance, and deletion. In this context, the term "account" pertains to all computer systems, regardless of the terminology utilized by specific manufacturers. (An example is "Profile", which is an account on an AS400/xSeries computer system.)

Account maintenance responsibilities for IBM accounts are defined in the IBM GSD331 document. The Sysco account lifecycle process is the responsibility of the Sysco Customer Support Group (CSG); refer to CSG documentation for more information on their specific policies, processes, and procedures.

Account lifecycle definitions are as follows:

- *Account Setup* – The creation of a new account (example, Sysco hires a new Associate). Includes policies and procedures for granting access to appropriate Sysco systems.

- *Account Maintenance* – Includes modifying an account as required by a change in department, marital status, or any other situation that requires a change to the account. Includes policies and procedures for granting and/or removing access to Sysco systems.

- *Account Deletion* – The deletion of a current account (example, an Associate terminates from Sysco. Includes policies and procedures for removing access to Sysco systems.

The following requirements ensure Sysco accounts are appropriately created, maintained and deleted in accordance with Sysco policies, IBM GSD311 documentation and compliance expectations:

- Accounts on Sysco systems shall be managed according to the currently defined identity management and account lifecycle processes.

- Accounts for terminated staff shall be deleted as soon as possible following their termination, starting with their Windows Active Directory account.

- Dormant user and computer accounts shall be disabled after nine (9) days and then deleted after an additional 15 days of inactivity.

c. Account Definitions

Sysco systems accounts shall be defined as follows:

- *End User Account* – an account for accessing a system that is owned and controlled by a Sysco associate.

- *Dormant Account* – an account that has not had any activity, such as logging onto the system, over a 90-day period. While this type of account is not acceptable, there may be exceptions due to existing business requirements for information access.

- *Computer Account* – an account for accessing resources that are owned and controlled by Sysco. These accounts are also referred to as "Computer Objects" in Active Directory and they allow authorized computer systems to function as domain members allowing access to domain resources.

- *Service Account* – an account used to operate internal operating system or applications functions. Also utilized for system-to-system communications.

- *Generic Account* – An account that is used by multiple users or a group for read-only or privileged-use access to a system or an application. While this type of account is not acceptable, there will be exceptions due to existing built-in operating system accounts and business requirements for information access.

The following requirements ensure a consistent definition for the above listed account types and to enable enforcement of account-based security policies:

- All Sysco systems shall require a unique account for each individual Sysco Associate.

- Shared or "group" accounts utilized by multiple Sysco associated are not permitted.

d. Privileged-Use Groups and Accounts

Privileged-use groups and accounts are defined as follows:

- *Privileged-Use Group* – Individual accounts that are members of the privileged-use group. The accounts inherit the high level of rights, permissions, and privileges associated with the group.

- *Privileged*-Use Accounts – Individual and generic accounts that have a high level of rights, permissions and privileges. Individual privileged-use accounts are assigned to specific individuals, such as Sysco and IBM technical support and development staff, for the purpose of account ownership. Generic privileged-use accounts are integrated into a specific portion of the computer system, such as an operating system.

Privileged-use groups and accounts, because of their ability to implement system-wide changes that could adversely impact Sysco's computer systems, require a high level of control. Sysco's compliance expectations, which include Sarbanes-Oxley logical access controls, contribute to the need to manage privileged-use groups and accounts.

The purpose of this section is to ensure the privileged-use groups and accounts within Sysco systems are managed on a recurring basis to ensure group membership and account access is appropriate. Group membership shall be validated by system-generated reports and account access shall be validated through discussion with the appropriate Sysco and IBM management and staff.

Information Security shall create a baseline once per year to validate privileged-use group membership and account access. Information Security shall validate current group membership against requests for additions and changes in membership to that group for the prior twelve (12) month period. Information Security shall also discuss access to privileged-use accounts with appropriate Sysco and IBM management and staff. Information Security shall then request changes to privileged-use groups and account access as required.

Information Security shall approve or deny Sysco and IBM account membership in privileged-use groups and access to privileged-use accounts. Refer to the Privileged-Use Group and Account Policy on the Information Security SharePoint site for more information.

Privileged-use accounts shall be used for appropriate purposes. Information Security shall monitor privileged use accounts for appropriate use and enforce appropriate use.

e. Password Parameters

Account passwords are intended to ensure appropriate access to system accounts. Complex passwords help ensure accounts are less likely to incur inappropriate use. Password complexity is enhanced through avoiding use of the following common and potentially known personal information, including, but not limited to, dictionary words, derivatives of account names, spouse or children names, license plate numbers, birth dates, company names, and common character sequences such as "123456" or "qwerty."

All Sysco systems passwords shall follow the parameters as defined below unless technical limitations prevent implementation of the parameters. Sysco computing system password requirements shall be as follows:

Windows Active Directory (na.Sysco.net, ca.Sysco.net,	• Password shall not equal the account name • Password shall be changed at least every 90 days (Exception: Service accounts shall be changed at least annually) • Password shall be a minimum of eight (8) characters

Sysco.net domains)	• Password cannot be one of previously used four (4) passwords • Password cannot be changed within two (2) days after the password was changed • Password must contain at least two (2) of the following conditions: ○ At least one (1) upper case alpha character (A, B, C, D) ○ At least one (1) lower case alpha character (a, b, c, d) ○ At least one (1) numeric character (1, 2, 3, 4) ○ At least one (1) of the four (4) designated special characters (@, %, $. _) • Accounts shall be disabled after a minimum of five (5) and a maximum of ten (10) invalid login attempts
AIX	• Password shall not equal the account name • Password shall be changed at least every 90 days (Exception: Service accounts shall be changed at least annually) • Password shall be a minimum of eight (8) characters • Password shall contain minimum of one (1) alpha character and minimum of one (1) numeric character • Password can have a maximum of two (2) repeated characters • Password cannot be one (1) of previously used four (4) passwords • Accounts shall be disabled after a minimum of five (5) and a maximum of ten (10) invalid login attempts
AS400 (iSeries)	• Password shall not equal the profile name • Password shall be changed at least every 90 days (Exception: Service accounts shall be changed at least annually) • Password shall be a minimum of eight (8) characters • A digit is required • No repeated adjacent characters • Accounts shall be disabled after a minimum of five (5) and a maximum of ten (10) invalid login attempts
HXA1 (mainframe)	• Password shall not equal the profile name • Password shall be changed at least every 90 days (Exception: Service accounts shall be changed at least annually) • Password shall be a minimum of eight (8) characters • Password cannot be one (1) of previously used four (4) passwords • Password cannot be changed within two (2) days after the password was changed • Accounts shall be disabled after a minimum of five (5) and a maximum of ten (10) invalid login attempts

Information Security and support teams shall monitor systems for appropriate password parameters.

f. Logon Banners

Logon banners display information on the legal and appropriate use of Sysco systems. Sysco Information Technology will implement logon banners where appropriate. All Sysco systems, unless explicitly exempted from this Policy by Information Security management, are required to display an initial logon banner that displays legal and Sysco business use requirements.

g. AS400 – Number of Interactive Sessions

The maximum number of interactive sessions (i.e., Green Screen, 5250 sessions) that a user shall have active on any production AS400 server at a given period of time shall be ten (10). While

this number of interactive sessions is considered adequate for business activity, there may be exceptions due to existing business requirements for application use and information access.

h. Temporary and "Test" System Accounts
Temporary system accounts provide access to Sysco systems for individuals who do not have permanent Sysco systems credentials. Temporary systems accounts are granted for access to specific systems, for a defined period of time, and for a specific purpose, such as application testing, troubleshooting, or for contractors. Temporary system accounts must be approved by appropriate Sysco management, clearly documented (including the specific access required and the required duration), and deleted from the system (or re-defined as a permanent account) when no longer needed.

i. Updating Data at the Source
Sysco application data is a key information asset. This data shall be appropriately updated and maintained as a requirement to ensure the data's integrity and availability. The update and maintenance of data by end users is a material aspect of using Sysco applications. End users must use the applications and utilities provided to them to update and maintain application data. Systems support staff, such as programmers, technical subject matter experts, and database administrators are not subject to this requirement.

End users must use provided applications and utilities to update and maintain application data. End users may not, even if they are aware of methods to do so, directly update and maintain data at the "source" (defined as, for example, data within a database).

Note: If updating data directly within a database is required by an end user, Information Technology must be made aware of this situation so the application can be adjusted or a utility provided to control this data update and maintenance.

Updating data directly at the source is restricted to appropriate Information Technology support personnel, including programmers, technical subject matter experts, and database administrators. Exceptions to this policy must be approved by Information Security and appropriate Information Technology management.

4. Data Center Access Authorization

Access to the Sysco and IBM data centers shall be controlled. Refer to Sysco operations policies and procedures for more information on data center access controls. Refer to the IBM GSD331 for more information on access controls for the hosted environments.

In addition to access controls, data centers also shall have appropriate environmental controls to protect the systems maintained within the data centers. Examples of these environmental controls include fire and smoke detectors, fire suppression systems, reliable power sources, backup power, and humidification systems, as required.

a. Data Center Access Authorization
The purpose of this Section is to prevent unauthorized access to, interference with, or damage to Sysco systems, as defined within this Policy, that are located within Sysco or IBM corporate data centers. Secured areas are defined as areas that are protected against unauthorized access.

Data centers shall be maintained as secured areas. Sysco and IBM data centers shall be secured

by badge access and access logging.

Data center access badge distribution shall be controlled by appropriate Information Technology management.

Access logs shall be reviewed by the appropriate Information Technology technical team on a monthly basis.

IBM's data centers shall adhere to the IBM GSD331 "Physical Security Controls" documentation for securing their sites that contain Sysco systems equipment.

5. Information and Systems Use Security

a. Information Classification
Sysco information shall be classified using one of the definitions below:

Public – Information that is freely available via public sources, such as the Sysco website located at http;//www.Sysco.com. Public information has been explicitly approved by the Marketing and/or Public Relations Department as suitable for public dissemination. Examples include marketing brochures, press releases, or any information made freely available over the Internet or other means that do not require the reader identify themselves to Sysco prior to viewing.

Internal Use – Information that is designated for only the intended recipient(s). This information shall not be shared with non-Sysco personnel unless prior management approval is granted. Internal Use information is maintained by Sysco that requires special precautions to protect it from unauthorized modification or disclosure. This information must be disclosed only to third parties if a confidentiality agreement or Business Associate Agreement has been signed. Disclosure of Internal Use information may have an adverse impact to Sysco's operations, reputation or functions. The Sensitive nature of some types of Internal Use information may be difficult to recognize because it is often integrated into daily work assignments and may be handled by a number of associates. Other types of Internal Use information may be more obviously sensitive because they have a rather restricted audience. Examples include the organizational telephone listing, Sysco policy and procedure manuals, vendor listings, and warehouse documentation.

Sensitive – Information that requires an appropriate level of classification based on the business use of the information. Disclosure of sensitive data has the potential to cause serious harm to Sysco operations, reputation, and functions or its associates. Access to Sensitive information is by appropriate approval only. This information is to be considered highly sensitive and should not be shared with anyone except upon specific written approval from the Information Owner. Examples include associate performance reviews, remuneration / benefit or healthcare information (including electronically protected health information

The following requirements ensure Sysco information assets receive an appropriate level of classification based on the business use of the information:

- Information shall be properly managed during its lifecycle, including from its creation, during authorized use, and through proper disposal.

- All information shall be assigned an owner and appropriately classified by that owner based on its value, sensitivity, risk of loss or compromise, and/or legal and retention requirements.
- All information shall have an assigned Information Owner, who will be generally responsible for the information. (See 5.b

b. Credit Care Information

Credit card information is any data either submitted by a card member or obtained through normal financial transactions that contain information that is governed by financial guidelines, federal, state, or local laws. Misuse of credit card information can result in unauthorized access to card member finances or personal information. Sysco Associates shall hold in strict confidence, any and all cardmember information entrusted to Sysco for the sole purpose of conducting business with Sysco's customers using credit cards.

All credit card information entrusted to Sysco from any source shall be considered as a high risk and shall be safeguarded using Payment Card Industry (PCI) guidelines and in accordance with all federal, state and local laws

Sysco-specific systems requirements related to credit card information include:

Operating System – OS400
Remote access control – NetIQ
IP address protection – Network Address Translation (NAT)
Credit card information protection – Credit Card Primary Account Number (PAN), Expiration Month, and Year shall be stored encrypted and shall not be stored with any other cardmember data

c. Information Ownership

Information owners are those individuals who best understand the information's value and have the authority to balance risk and cost of security. Typically, information owners are responsible for the areas that are most associated with the information. For example, the Vice President of Human Resources would "own" personnel information for the company.

If an *Information Owner* cannot be established, then the system owner on which the information resides will be considered the Information Owner unless otherwise approved by appropriate IT management.

Information owners shall be identified to assign proper ownership, responsibility and approve appropriate access. Identified information owners of major information assets, such as key financial applications, shall ensure appropriate access to the information they own. Examples include assessing access privileges of users and making a decision regarding information management.

d. Information Encryption

Encryption is the process of encoding data so that only those who possess a "key" can view the data. Sysco utilizes encryption technology to protect sensitive or confidential information as required by business objectives and activity. This section establishes requirements for the proper use and provisioning of encryption technology within Sysco.

i. Acceptable Encryption

Encryption utilized by Sysco will be based on the needs of systems and/or applications, where required by law or regulations, and as determined by Information Security. The desired encryption algorithm for Sysco is Advanced Encryption Standard (AES). AES provides symmetric 128 bit lock data encryption at a minimum. This standard is a publicly accepted standard and sets a baseline for the protection of data within Sysco.

Other encryption standards may be utilized within Sysco systems, such as DES, Blowfish, RSA, RC5 and IDEA. If it is determined that AES cannot be utilized, written approval from Information Security and senior IT management must be obtained before implementation and use. While other symmetric key lengths not listed above may be utilized, they must be at least 56 bits and receive prior approval from Information Security before implementation and use.

Asymmetric crypto-system keys, where different keys are used to send and receive data, must be of a length that yields equivalent strength. An example is public-key encryption (i.e. Pretty Good Privacy-PGP). This encryption technology is acceptable within and outside Sysco's network infrastructure, including system-to-system communication and data transfer.

Sysco's key length requirements shall be reviewed annually and upgraded as technology allows.

ii. Encryption Requirements Matrix

Information Type	Encryption Required?	Notes and Information
Public	No	Publicly available information
Internal Use	Depends	Generally not required to be encrypted
Sensitive	Yes	Encryption is expected
Credit Card	Yes	Encryption is required by third party

iii. Use of Encryption Technology

Sysco utilizes encryption technology to secure information as determined by the chart in section *5.d.ii – Encryption Requirements Matrix*. Systems and applications that require encryption will utilize encryption technologies listed in section *5.d.i – Acceptable Encryption*.

Proprietary encryption is prohibited on any system. If, however, a vendor requires proprietary encryption in order to operate systems or software purchased by Sysco, then a review of the technology by Information Security and additional qualified personnel shall be conducted. Information Security and senior Information Technology management must provide written approval prior to the implement and use of proprietary encryption.

iv. Established Sessions (FRP, Telnet)

Utilizing protocols such as FTP and Telnet to establish system-to-system sessions on the Sysco and IBM trusted networks is required due to Sysco business application

architectures. *This is an exception situation.* Deviation requests have been requested by IBM and approved by Information Security and Sysco IT management.

Sysco's utilization of protocols such as FTP and Telnet to establish sessions with systems not on a Sysco trusted network is prohibited unless written approval is provided by Information Security and senior IT management. See section *6 – Communications Systems* for more information on trusted and not trusted networks.

v. Information Transfer

If encryption is required to transfer information from system-to-system, then the acceptable encryption standards are outlined in section *5.3.1 – Acceptable Encryption*. Examples of system-to-system communications include application-to-application and application-to-database.

Encryption requirements for information transfers will be addressed on a case-by-case basis and shall require the approval of Information Security management and appropriate IT technical management.

vi. Information-at-Rest

Information that is located on server hard drives is considered to be "Information-at-Rest" (it is not being transferred between systems). Information encryption requirements apply to Information-at-Rest.

Encryption requirements for information-at-rest will be addressed on a case-by-case basis and shall require the approval of Information Security management and appropriate IT technical management.

vii. No Personal Encryption

Personal encryption is prohibited on any Sysco-owned assets. Personal encryption includes, but not limited to, desktop systems, laptops, other portable devices, PDAs, and cellular phones. If encryption is a business requirement, Sysco IT will provide the appropriate encryption for each system. ***Note:*** *Failure to comply with this portion of the Policy may result in disciplinary action, up to and including termination of employment.*

viii. Export of Encryption Technology

Sysco is aware that the US Government restricts the export of encryption technologies with certain conditions. Residents of countries other than the United States should make themselves aware of the encryption technology laws of the country in which they reside.

e. Mobile Devices

Mobile devices, including but not limited to the iPhone, Blackberry, iPad, and iPhone, are handheld devices that combine basic computing (email, Internet browsing, document review, etc.). This defined policy applies to all mobile devices connecting to the Sysco network, whether personally owned or supplied by Sysco.

The following requirements establish clear expectations around mobile device password requirements and the execution and implications of a "remote wipe" of mobile devices connecting to the Sysco network.

- Mobile devices connecting to the Sysco network will require a password to unlock the device after being powered on, as well as following the locally-defined period of inactivity. The device's password must be alphanumeric (combination of letters and numbers) and at least 8 characters in length.
- Mobile devices connecting to the Sysco network will be "wiped" upon being lost or stolen, or at such a time that the employee utilizing the device is no longer employed by Sysco. Note that a "remote wipe" of Your mobile device will erase all Sysco data, and depending on the mobile device, may also erase all personal data from the device (including music, photos, emails, documents, personally applied device configuration, and any other non-Sysco files), reverting the device back to its original factory default state.
- To prevent the potential loss of personal data from a mobile device, Sysco highly recommends that a backup of personal data onto a personally owned computer is performed on a regular basis. Though recommended, Sysco will not be responsible for performing such backups, and will not be responsible for any loss of personal data on a mobile device in such circumstances where a "remote wipe" of the device is executed.

f. Computer Media Handling

Appropriate operating procedures shall be established by each company's data center management to protect computer media (i.e., tapes, CDs, and DVDs), input/output data, and system documentation from damage, theft, and unauthorized access.

This section ensures policies and procedures are in place to control computer media assets. Specifically, Computer media shall be controlled and physically protected. Tapes, CDs, DVDs, and other media are to be stored in proper containers, inventoried, and filed when not in use. Contents of media shall be identified clearly by external labels on the media's container.

g. Downloading from the Internet or Third Party Systems

The Internet and some third party systems contain software, such as games, screen savers, and utilities, commonly available to the general Internet user or users with access to the third party systems. The unauthorized downloading of software from the Internet or third party systems onto Sysco-owned computers exposes Sysco to unnecessary risks, including viruses, worms, and remote control software. Other common problems include reduced systems stability, system crashes, systems slowdowns, and other utilization problems.

Sysco associates shall not download *any* non-standard Sysco software onto Sysco-owned computers without prior written authorization from Information Security and appropriate IT management.

h. End User Installation of Software

The Internet and other non-Sysco business sources contain software, such as games, screen savers, and utilities, commonly available to the general Internet user. The unauthorized installation of these types of software onto Sysco-owned computers presents an exposure to unnecessary risks to Sysco, including viruses, worms, and remote control software. Other common problems include reduced systems stability, system crashes, systems slowdowns, and other utilization problems.

The following shall be observed to control the installation of unauthorized software on Sysco-owned computers:

- Sysco associates shall not install ***any*** non-standard Sysco software on Sysco-owned computers without prior written authorization from Information Security and appropriate IT management.
- Running Java (all versions) and ActiveX applets from un-trusted or non-Sysco approved websites is prohibited.
- Sysco-licensed software shall not be installed on non-Sysco-owned systems unless prior approval is provided by appropriate IT management, which is director-level or above in this situation. (Examples: installation of Sysco-licensed software on a contractor, consultant, or business partner computer and installing Sysco-licensed software on personally-owned computers.)

i. Email, Instant Message and Blog Use

Sysco provides its Associates access to the Internet for business purposes, which, by default, includes access to Internet 'services' such as Email, Instant Message, and Web Logs (blogs). These Internet services are to be accessed with professionalism and appropriate language as the cornerstones of their usage.

Sysco corporate email is an asset to be utilized for Sysco business purposes, noting Sysco understands that associates may sometimes need to use corporate email for personal use. Corporate email is also to be utilized with professionalism and appropriate language as the cornerstones of its use.

Note: *Any associate who is found to have engaged in inappropriate behavior related to Email, Instant Messaging, or Blogs shall be subject to corrective action, up to and including termination of employment.*

Following are Sysco's corporate email and Internet service (i.e., Email, Instant Message, Blog) usage requirements:

- Sysco Associates shall not use harassing, 'flaming', embarrassing, indecent, intimidating, profanity, obscenities, derogatory remarks or any other unethical, immoral, unlawful or non-business related material in email messages, instant messages, or blog entries.
- Sysco reserves the right to monitor Email, Instant Messages, and Blog messages for any Sysco associate without prior notice.

- Sysco Associates shall not reply to, forward, or store any email messages related to any "get rich quick" or "make money fast" (or similar electronic chain messages) contents. These email messages are commonly known as HOAXES, and they should be deleted upon receipt.
- If the Sysco Associate is not sure if the message is a HOAX or not, they shall forward the message to the 000-infosec@corp.sysco.com email address for confirmation before taking any additional action related to the email message in question.
- Any associate who received SPAM or other inappropriate email messages shall forward that message to the EmailAbuse email address (emailabuse@corp.sysco.com) so that appropriate IT personnel are aware of this message and its contents to that action can be taken to minimize SPAM and other inappropriate messages received by Sysco associate.
- Any associate who is found to have engaged in inappropriate behavior related to Email, Instant Messaging, or blogs shall be subject to corrective action, up to and including termination of employment.

j. Appropriate Language

Sysco maintains and is proud of its professional work environment. Inappropriate language use can damage Sysco's credibility and integrity. Inappropriate language includes, but is not limited to, harassing, slang, bias, deceitful, embarrassing, indecent, intimidating, profanity, obscenities, derogatory remarks or any other unethical, immoral, unlawful or non-business verbiage.

The appropriate professional language shall be used for all Sysco communications and documentation, including policies, procedures, Email, Instant Messaging, Blogs, and any other documentation and communications that represents Sysco. ***Note:*** *Any Sysco associate who is found to have engaged in using inappropriate language within their work environment as described within this Policy shall be subject to corrective action, up to and including termination of employment.*

k. Copyrighted Information

The Sysco Human Resources department publishes the Associate Ethics Handbook that addresses Sysco's copyright policy. Copyrighted information or software that Sysco does not have specific approval to store and/or use shall not be stored on Sysco systems. Upon a request from Information Technology management or Information Security, systems administrators will be asked to periodically monitor and remove such information and software unless the recognized Information Owners can provide authorization from the owner(s) of the material.

Sysco Associates may not download/upload, store or share copyrighted information or software, including music files (i.e., MP3, WMA, RA, RN, etc.), on Sysco systems without appropriate Sysco management approval. Any copyrighted materials found that are not explicitly approved in writing by appropriate Sysco management may be deleted without warning or prior notice.

Note: The playing of rented or personally-owned DVD movies on Sysco computers, such as during an airplane flight, is acceptable provided the movie or other contents of the DVD is

not copied onto Sysco equipment. The playing of personally-owned music CDs on Sysco computers, such as during an airplane flight, is acceptable provided the music or other contents of the CD are not copied onto Sysco equipment.

l. Internet Usage

Sysco provides access to the Internet for its Associates for the purpose of utilizing Internet resources for appropriate business use. Sysco Associates should consider their Internet activity as public and conduct themselves professionally and appropriately when accessing Internet-based resources and systems from Sysco facilities and when traveling on Sysco business. ***Note:*** *Any Sysco associate who improperly or illegally uses Internet access will be subject to disciplinary action, up to and including termination of employment.*

The requirements below ensure Sysco associates understand that Internet access is to be used only for Sysco business purposes, and all Internet activities may be logged without prior notice:

- Sysco Associates may participate in business-related discussion groups, bulletin boards, downloading non-business related materials, or non-work related activities on the Internet only with the prior written consent of appropriate Sysco management.
- Sysco Associates may not participate in non-business related discussion groups.
- Sysco Associates shall not publish or make available on the Internet, or otherwise publicly available, Sysco information, which has been designated as confidential, or which is believed to be confidential, "sensitive" or "proprietary" information. Examples include, but are not limited to, associate names, addresses, and telephone numbers, and internal information regarding Sysco products and procedures.
- Sysco reserves the right to monitor Internet usage and activity for any Sysco Associate without prior notice.

m. No Critical Information (Data) Stored on Local Hard Drives

The information stored on Sysco desktop and laptop systems 'local' hard drives and PDAs is not backed-up by designated Sysco or IBM backup systems. This information cannot be reliably recovered if the local hard drive becomes unreadable. While specialized 'data recovery' services can sometimes recover this information, this service is very expensive and should be considered a last resort to recovering lost information from local hard drives.

Sysco Associates shall not store critical Sysco business information on local hard drives, including, but not limited to, those hard drives in Sysco-owned desktop and laptop computers, PDAs, or any work-related system without the written consent of appropriate IT management.

n. Use of Personally Owned Equipment

The use of personally-owned equipment, such as desktop or laptop computers, to perform Sysco business functions exposes Sysco to unnecessary business and IT risks due to the unknown nature of the equipment. Personally owned equipment may introduce Information Security issues into the Sysco environment that results in security breaches, systems outages, or data corruption. Personally-owned equipment includes, but is not

limited to, mobile telephones, personal digital assistants, digital cameras, desktop/laptop computers, MP3 players, and personal storage devices (examples: USB thumbdrives and SD storage cards).

The following requirements protect Sysco from external factors that are beyond Sysco's control:

- Sysco Associates shall not connect or attach personally-owned equipment to Sysco systems or networks without prior approval from appropriate Sysco management.
- Personally-owned equipment may be used to connect to the MyOffice service. See section 6.7 - Remote Access (Inbound) for more information on using personally-owned equipment to remotely access the Sysco network.
- If personally-owned equipment is approved for attachment to the Sysco network or systems, then that equipment comes under the jurisdiction of this Policy to the extent reasonably possible.
- Sysco IT will not support or maintain personally-owned equipment.
- Sysco will not accept any direct or indirect responsibility for personally-owned equipment that is utilized for performing Sysco business functions. The equipment owner accepts all responsibility for their equipment.
- Sysco IT will not grant access to internal Sysco resources (example: server storage) to personally-owned equipment.

6. Communications Systems

Sysco network infrastructure communications systems are designed to facilitate appropriate communications between business systems. Appropriate communications include the exchange of information between Sysco systems, business partner systems, systems owned by third parties, and Internet-based systems.

Sessions are defined as the setup, use, and teardown of logical communications paths between two systems.

The following list defines which networks are trusted and which networks are not trusted. Trusted networks are defined as networks from which secured and safe communications sessions are established.

- **Sysco (enterprise)** – Trusted networks
  - Example: inbound sessions from broadlines via the private Frame Relay network
- **Business Partner (IBM)** – Trusted networks
- **Internet** (*) – Not Trusted networks
- **Third Party** – Not Trusted networks

(*) Includes <u>any</u> communications session where the Internet is utilized as the transport network before the session is accepted by Sysco.

The interconnection between trusted and not trusted networks is designed to ensure general communications, information access, and information transfer is controlled to meet Sysco's security

requirements. This interconnection is designed to provide a 'layered approach' to communications security such that multiple devices are utilized to prevent unauthorized communications.

Following is a high-level diagram to be referenced for this section of the Policy:

Internet ⟷ Demilitarized Zone (DMZ) ⟷ Sysco Network

Notes on the above diagram:

- Inbound sessions are established from the Internet to Sysco
- Outbound sessions are established from Sysco to the Internet
- The DMZ functions as a 'proxy' between the Internet and the Sysco Network
- systems and applications that communicate with the Internet must be *proxy-aware* to be installed on the Sysco network

a. Inbound Ports – General

Inbound ports are defined from the Internet perspective, so inbound ports are ports where sessions are established from the Internet to Sysco, or from a dial (via modem) into the Sysco network. Inbound ports allow for communications sessions to be established to systems on the Sysco network.

Inbound ports and modems shall be approved by Information Security Management and appropriate Information Technology technical management prior to setup and use. Approval documentation and inbound port configuration and status information is to be maintained by the appropriate IT operational support team.

b. Outbound Ports – General

Outbound ports are defined either from the Internet perspective, so outbound ports are ports where sessions are established from Sysco to the Internet, or from a dial (via modem) out from the Sysco network. Outbound ports allow for communications sessions to be established from systems on the Sysco network.

Outbound ports and modems shall be approved by Information Security management and appropriate IT technical management prior to setup and use. Approval documentation and outbound port configuration and status information is to be maintained by the appropriate IT operational support team.

c. Inbound Ports – Internet Access

Inbound ports are defined from the Internet perspective, so inbound ports are ports where sessions are established from the Internet to Sysco. Inbound ports allow for communications sessions to be established with systems on the Sysco network.

The default open inbound ports are: 20, 21, 80, and 443.

The following requirements ensure inbound communications sessions from the Internet are approved, documented, controlled, and managed:

- Inbound ports from the Internet shall be approved by Information Security management and appropriate IT technical management prior to setup and use.
- Systems and applications on the Sysco network that communicate with the Internet must be proxy-aware (no direct connections to/from the Internet from/to the Sysco network).

d. Outbound Ports – Internet Access

Outbound ports are defined from the Internet perspective, so outbound ports are ports where sessions are established from Sysco to the Internet. Outbound ports allow for communications sessions to be established from systems on the Sysco network to Internet-based systems.

The default open outbound ports are: 21, 80, and 443.

Access to the Internet is provided for appropriate and legitimate business purposes only. See section *5.k – Internet Usage* for more information on appropriate Internet use.

The following requirements ensure outbound communications sessions from the Internet are approved, documented, controlled, and managed.

- Outbound ports to the Internet shall be approved by Information Security management and appropriate IT technical management prior to setup and use.
- Systems and applications on the Sysco network that communicate with the Internet must be proxy-aware (no direct connections to/from the Internet from/to the Sysco network).

e. Firewall Use (Port Opening)

Firewalls are utilized to enable specifically-defined ports and protocols for inbound and outbound communications sessions. When used in conjunction with the load balancing equipment, the firewalls participate in the layered approach to facilitating secured communications into and out of Sysco.

To manage and control the inbound and outbound communications sessions between Sysco and the Internet, all firewall ports, including inbound and outbound directions, shall be approved by Information Security management and appropriate IT technical management prior to setup and use.

Approval documentation and outbound port configuration and status information is to be maintained by the appropriate IT operational support team.

f. Demilitarized Zone (DMZ)

The demilitarized zone is a logical area located between an internal, secured network and the Internet. Systems that are located in the DMZ are directly exposed to the Internet. Systems in the DMZ are not to be considered secured or trusted.

To ensure systems located in the DMZ are maintained as non-secure systems:

- Systems in the DMZ are to be treated as non-secure.

- Appropriate IT management approval is required prior to placing systems in the DMZ.

g. Remote Access (Inbound)
Sysco allows remote access to systems located on internal, secured networks via multiple methods:

- *Secure Sockets Layer (SSL) based VPN*
- *Web-Based Access* (examples: MyOffice and Outlook Web Access (OWA)) - requires a web browser on the remote computer; connection is established via the Internet

As the VPN method allows for direct connection to the Sysco network and provides for minimal protection of Sysco information assets against malicious threats, those two methods will be restricted to Sysco-owned and controlled computers unless an exception is required for business purposes. Both Sysco and non-Sysco computers can access web-based systems provided an appropriate account and password are provided.

Note: As noted in section 5.13 - Use of Personally-Owned Equipment, personally-owned equipment approved for attachment to the Sysco network or systems comes under the jurisdiction of this Policy to the extent reasonably possible.

The chart below identifies allowable remote access methods for Sysco and employee-owned computers, to ensure the Sysco network is secure and appropriate.

Remote Access Method	Sysco Computer	Personally-Owned Computer
Virtual Private Network	Allowed	Not Allowed
Dial-Up Networking	Allowed	Not Allowed
Web-Based Access	Allowed	Allowed

Any exceptions to the chart above must be approved by Information Security and appropriate Information Technology management. In addition:

- Call-accepting modems must be either disabled until needed or, if always available, monitored to ensure appropriate business use.
- DUN access security is to be reviewed on an annual basis by Information Security.
- Wireless modems shall not be used as a "bridge" between the Sysco network and the Internet.
- The wireless modem can be connected to either the Sysco network or the Internet, not both simultaneously such that a direct connection from the Internet to the Sysco network can be established.

h. Desktop Dial-Up Networking (DUN)
Dial-Up Networking, which includes inbound and outbound calls, on networked desktop/laptop systems or other computer systems not located in a Sysco or IBM data center, bypasses network-based security facilities designed to protect Sysco information and systems assets.

The following requirements ensure inbound and outbound DUN-based communications are appropriately controlled and restricted:

- No inbound or outbound DUN is permitted on networked desktop/laptop systems or other computer systems not located in a Sysco or IBM data center. There will be no exceptions, noting acceptable remote access facilities include approved methods as listed in section 6.g - Remote Access (Inbound).
- Outbound DUN from non-networked computer systems that are not now and will never be connected to Sysco's network will be reviewed on a case-by-case basis. These cases will require approval from Information Security and senior IT management prior to implementation and use.
- Wireless modems shall not be used as a 'bridge' between the Sysco network and the Internet. The wireless modem can be connected to either the Sysco network or the Internet, not both simultaneously such that a direct connection from the Internet to the Sysco network can be established.

i. Wireless Access Systems
Sysco utilizes wireless access systems for remote access to Information Technology systems where required by geographic or business use, such as warehouses. Since wireless access systems are less secure than wired systems, they shall have more specifically defined security parameters. The Sysco Wireless Security Policy located on the Information Security SharePoint site provides information necessary to ensure wireless access systems are required for use and appropriately secured.

j. Windows Active Directory (AD) Trusts
Active Directory (AD) Trusts are logical communications paths between two AD domains. AD Trusts are utilized to share AD domain resources. Sysco corporate utilizes three primary AD domains as follows:

- **Sysco.net**
  - The top level domain
  - Contains the na.Sysco.com and ca.Sysco.com domains
- **na.Sysco.net**
  - The 'North America' domain, including:
    - Sysco corporate
    - Operating Companies
    - Specialty Companies
- **ca.Sysco.net**
  - The 'Canada' domain, including
    - Sysco Canada

Approval and AD domain authentication documentation shall be maintained by Information Security.

The following requirements ensure all Sysco AD Trusts are required for business use:

- Information Security management shall approve all new AD Trusts prior to implementation by IBM.

- AD Trusts shall have the same or more restrictive authentication controls than the Sysco.net AD domain. See section *3.e – Password Parameters* for more information on password requirements.

k. Auto-Forward of Email Messages

Auto-forwarding of email messages across the Internet is defined as automatically sending email messages received by a Sysco Associate into their Exchange Server-based Outlook client to an Internet-based email address, such as those provided by Yahoo and Google. Email messages sent across the Internet, which is a not a trusted network, are subject to interception and subsequent exposure of non-public information.

The one default exception to this portion of the Policy is the use of *Sysco-provided* Personal Digital Assistant (PDA) email devices and services, such as BlackBerrys and Goodlink-enabled devices. See section *5.4 – Portable Devices* for more information on security requirements for PDAs

To maintain security and confidentiality of Sysco email messages, Exchange Server-based Outlook clients shall not be configured to auto-forward email messages to Internet-based email addresses**.**

l. Simple Mail Transport Protocol Email Relays

Simple Mail Transport Protocol (SMTP) relaying of messages without authentication hampers the ability to track who sent a message and how it arrived. Authentication-required relays support the concept that no email should be forwarded unless the identity of the person or system sending can be vouched for by internal Sysco people. This is necessary to hamper email fraudulent activities using email, SPAM mail, and some computer viruses and other malicious Trojan computer programs attempting to use Sysco's email system as its deployment mechanism.

The requirements below assist with maintaining credibility of the identity of the sender of emails sent or received within Sysco.

- Access to the Internet on company time is provided for business reasons; Sysco associates may not participate in non-business related discussion groups, bulletin boards, downloading non-business related materials, or non-work-related activities on the Internet without the prior written consent of the company. Sysco reserves the right to monitor Your computer workstation and Internet usage without prior notice.

- External SMTP email relays that do not force authentication of the sender are prohibited at Sysco. All email services used externally shall authenticate with an internally supported email server (Lotus Notes), domain (Windows 2003), or the company's Active Directory before forwarding email to any other system.

m. Streaming Audio and Video

Streaming audio and/or video is a bandwidth-intensive form of transmitting information. To ensure Sysco communications systems are utilized for business purposes, streaming audio and video shall be utilized only for business purposes unless otherwise approved by appropriate Information Technology management.

7. Information Technology Operations

IT Operations security includes 'behind the scenes' activity to maintain secure and protected networks, servers, applications, and the data centers in which these systems reside. Operations include the general recurring maintenance of systems, such as systems maintenance, backups, and data management. These operational activities are considered routine and required for secure and reliable systems.

a. Anti-Virus Software

A "virus" can be defined as a small application, or string of code/instructions, that infects networks, operating systems, databases, and applications. Primary functions of viruses include reproduction and duplication, from which the virus can cause the most damage to the most number of systems. For the purpose of this Policy, the term "virus" also includes worms, Trojan horses, logic bombs, and 'spyware.' All aspects of viruses result in adversely impacting Sysco's systems.

The following requirements protect Sysco systems and information from known and potential vulnerabilities through appropriate anti-virus protection:

- *All* applicable Sysco systems, which include, but are not limited to, servers, desktops, and laptops, shall have the Sysco-approved anti-virus software installed, active, and functioning appropriately.

- Anti-virus software shall receive regular updates at regular intervals in a timely manner.

- Any activity that purposely creates and/or intentionally distributes malicious programs into the Sysco environment is prohibited. *Sysco associates found to have violated this policy will be subject to disciplinary action, up to and including termination of employment and criminal prosecution.*

- Sysco associates found to have violated this policy will be subject to disciplinary action, up to and including termination of employment and criminal prosecution.

- *Refer to the IBM GSD331 document for the anti-virus policy for hosted systems.*

b. Patching

All software, no matter the developer or manufacturer, will become insecure, unreliable, and unmanageable without applying appropriate patches. Software, for the purposes of patching, includes the following systems: networks, operating systems, databases, and applications.

The following requirements must be observed to secure and protect Sysco systems from identified vulnerabilities due to software or hardware deficiencies and potential threats that may compromise Sysco.

- All Sysco systems shall maintain an acceptable level of patching as determined by appropriate Sysco IT technical teams.

- Patches to Sysco systems shall be distributed in a timely manner to enhance security and reduce the risk that a threat exposes a vulnerability that compromises the system. See section 2.c - Incident Response Plan for more information on responding to threats.

- Material Sysco applications, including internally-developed and commercial software, will be reviewed to ensure appropriate patch levels are in place. Examples of material Sysco applications are SUS and SWMS.

- Sysco technical teams will design and implement a patching policy for their respective systems, such as Windows servers, Windows desktops, and Cisco systems. These patching processes shall outline identification methods, testing, deployment timing, and procedures.

- Refer to the IBM GSD331 document for the patching policy for hosted systems.

c. Backup and Recovery

All hosted and non-hosted production servers shall be covered by appropriate backup policies and procedures. Hosted systems are covered by the IBM GSD331 document.

Sysco is committed to ensuring the ability to recover data files, security information, data logs, configurations or other system information that might be required to assist in the successful completion of any security investigation or the validation of audit findings for a specified period.

All Sysco production servers shall be backed up, and the media stored in a secured site according to a schedule defined in Sysco operational policies and the IBM GSD331 document. Backups will allow for data to be readily recovered to support information recovery needs, security investigations, or support of audit activities, for the period as defined by current backup policies.

d. System Services

System services are those programs that can be started automatically when an operating system starts up. These programs may be native to the operating system or integrated with the operating system by an application.

The following requirements ensure that Sysco system owners/operators know the services that should be starting on each production server:

- Only required-for-operations system services may be auto-started (loaded) at boot-up. All other system services must be disabled or removed from the system.

- All Sysco production hosted and non-hosted server owners/operators shall appropriately document the system services required to run the system and application(s).

e. Supported Software Versions

Maintaining supported software, including, but not limited to, network and systems operating systems and databases, ensures Sysco that technical support is available from the

manufacturer when required. Supported software is also updated via "patches" by the manufacturer to address current security issues.

All Sysco systems must utilize manufacturer-supported software versions. If utilizing an unsupported version of software is required, then a Risk Exception form must be completed and approved by appropriate Sysco management.

8. Systems Development Life-Cycle (SDLC)

Applications development using a Systems Development Life-Cycle (SDLC) is designed to result in effective, efficient, reliable, and secure applications. Sysco's use of an SDLC is in place and utilized by applications development staff when creating internally-developed applications or modifying commercial applications. See applications development management for more specific information on the SDLC processes.

PCI *Requirement 6 – Develop and Maintain Secure Systems and Applications* includes specific SDLC-based requirements for creating secure applications that handle credit card information. See the IT Compliance SharePoint site for more information on PCI requirements.

a. Base Application Security Requirements

Incorporating security aspects into the application specification and design stages is a cost-effective and proactive approach to designing and building secure applications. Including Information Security and other Information Technology technical teams in the defined stages will reduce the risk of requiring a costly and time-consuming change to an application 'late' in the development cycle. Application audit activity logging is a core security requirement.

To ensure that appropriate security is integrated into Sysco-designed and built applications, information security requirements shall be identified and agreed upon prior to the development of applications or the purchase of commercial software to be utilized within Sysco.

b. Application Authentication

The core objective is to utilize a centralized directory for authentication into applications within Sysco, resulting in Sysco associates needing to remember fewer passwords when simultaneously accessing multiple systems and applications. Account and password information would be stored in a central location, such as Windows Active Directory, as opposed within each individual application and, if required, supporting database. The following requirements promote, and where technically possible, implement a centralized authentication system within Sysco.

- Internally-developed and commercial applications are not to store account and password authentication information unless an interface into Windows Active Directory is not technically possible.

- Internally-developed and commercial applications should interface into Windows Active Directory for their logon credential authentication unless not technically possible.

c. Security of Application System Files
Maintaining the integrity of application system files is critical to achieving effective, efficient, reliable, and secure applications. Access to application system files shall be appropriately secured.

d. Security of Applications within the Demilitarized Zone (DMZ)
Placing applications and associated information on systems located within a DMZ jeopardizes that information's Confidentiality, Integrity, and Availability. It is commonly understood that even systems with effective controls will eventually, over time, be 'hacked' or broken into. Once the DMZ-based system is broken into the application information could be acquired within a matter of seconds.

The most effective approach to secure applications located in the DMZ is to not place applications in the DMZ. If locating applications in the DMZ is required, then a layered approach to security will be deployed. Information Security will assist the appropriate IT technical teams with designing this layered security approach.

The following requirements ensure applications placed in the DMZ are required for business purposes and, if so, that the application is appropriately secured:

- Applications placed in the DMZ shall not include readable programming code, accounts and passwords, or application information.
- Application system files and any files that contain Sysco-specific information shall be encrypted.
- Application database shall not be placed in the DMZ.
- All system-to-system communications from the applications placed on the DMZ to systems located on the Sysco trusted network, such as the database servers, shall be encrypted.

e. Change Management
Change Management is the process of ensuring all changes to pertinent systems or applications are approved, tested, and authorized for deployment. All changes should also have a defined risk level and an identified back-out procedure in case errors are encountered during the implementation of the change. See the appropriate IT change management process documentation for more information.

To ensure changes to pertinent Sysco systems and applications are controlled, change Management processes shall be verified on a monthly basis. See the IT Monitoring SharePoint site for more information.

PROCEDURES & TRAINING

While the Information Security team will be the driving force behind the execution of information security activity within Sysco, information security shall ultimately be the responsibility of every Sysco associate, contractor, consultant, and business partner.

Information security awareness is defined as the recurring instruction and knowledge transfer to Sysco associates regarding information security issues as well as security responsibilities related to specific systems. The goal is to provide knowledge to Sysco associates so that prudent security-relevant decisions are made concerning the use and security of Sysco systems and information.

The security awareness initiatives will be communicated via the following methods:

- Information placed on the Information Security SharePoint site
- Annual Information Security Policy communications
- Announcements that relate to information security in general
- Informational updates (i.e., email messages) about information security
- New Sysco associate orientations

Information security training is a focused application of the information security awareness activities. Specific information security training will be provided to Sysco associates as required to address specific security issues. Associate training will encompass one or more of the following formats: Orientation, Classroom sessions, and Email messages.

ASKING QUESTIONS

Whenever You have questions about this Policy or are unsure about its requirements, You must get the help You need to be able to comply with the Policy's requirements. To learn more about how to use Social Media in accordance with this Policy, contact Sysco's Corporate Communications Department. You may also ask Your direct supervisor or Human Resources business partner, or contact the Legal Department.

REPORTING & INVESTIGATIONS

It is very important that You immediately report any known or suspected violations of this Policy. To do so, You shall contact Your direct supervisor or another member of management, Your Human Resources business partner, or the AlertLine, a confidential toll-free third party-operated telephone service. You may also submit a report via the AlertLine website: https://syscoethics.alertline.com, a confidential web-based online reporting vehicle. Anyone reporting a suspected or actual violation of this Policy in good faith shall be protected from retaliation under Sysco's Code of Conduct. You must cooperate with all investigations of alleged Policy violations.

DISCIPLINE & OTHER CONSEQUENCES

Employees who violate this Policy shall be subject to appropriate disciplinary action or other remedial measures up to and including termination of employment if warranted under the circumstances and permissible under applicable law. Assigned workers and third parties who violate this Policy shall be subject to being denied access to Sysco facilities, personnel and assets, and permission to perform services on Sysco's behalf.

WAIVERS

The provisions of this Policy shall not be waived. Sysco management does not have the authority to approve waivers to this Policy or any legal/regulatory requirement.

REVISION & REVOCATION

This Policy is not a contract between Sysco and any employee, assigned worker, or third party. This Policy may be revised or revoked by the Policy Owner at any time, without advance notice or cause.

LOCAL POLICIES & PROCEDURES

Sysco operates in many countries, and it is Sysco's intention to comply with all applicable legal requirements. Accordingly, if a provision of this Policy conflicts with applicable local legal requirements, Sysco may adopt regional or country-specific policies on this subject to accommodate local conditions or legal requirements; you must comply with all applicable local laws, regulations, policies and procedures.

REFERENCES

SharePoint sites and websites referenced in this Policy include:

Information Security: http://mySysco/sites/security/default.aspx
IT Compliance: http://mySysco/sites/ITCompliance/default.aspx
IT Monitoring: http://mySysco/sites/ITMonitoring/default.aspx
Sysco: http://www.Sysco.com

POLICY REVIEW AND REVISION

This policy shall be reviewed annually or more frequently as required by changes in legal, regulatory or Sysco requirements, or to correct identified deficiencies. Planned updates are scheduled to be distributed in July of each year.

This policy supersedes all previous versions.

Executive Policy Owner	
Policy Owner:	Curtis Simpson
Prepared By:	Curtis Simpson
Effective Date:	
Policy Location:	
Version No.	1
Reason for Revision	Conversion to Policy Template

On-Site Services Information Security Program

Sodexo Technology Data Digital and Innovation (TDDI) On-Site Services

IT & Cyber Security Office

North America Information Security Program

Version 1.6

1

Notice to Employees

This document contains Sodexo proprietary information. Requests to share this document with outside parties, such as for client due diligence requests, audit or RFP response requires that a mutually signed NDA must be in place with the requesting entity.

Notice to Third Parties Entrusted with This Document

This document contains proprietary information regarding Sodexo corporate practices. Authorized recipients of this document are required to protect the information therein with the highest level of confidentiality. Unless specifically authorized in writing by Sodexo, sharing of this document with other entities other than the authorized recipient is prohibited.

Please note that the information contained in the document may change without prior notice. As program topics are of a highly complex nature, information included is made upon a "good faith, best effort" basis in the interest of facilitating transparency and compliance with best practices. Any errors can be reported to the North American IT & Cyber Security Office at infosec.noram@sodexo.com.

Overview of How We Utilize Technology

Sodexo, at its core, is a Food and Facilities Management service provider. We do not consider ourselves an IT Software-as-a-Service (SaaS) provider. We follow a buy vs. build strategy for our corporate environment.

Broadly, the application stack utilized at customer sites can be broken into these categories.

- A portfolio of third-party SaaS partners that our customers can optionally choose from to enhance the services that are provided by Sodexo. The security documentation for these applications can be viewed by request at https://www.sodexopartnerdocs.safebase.us. This would also include Robotics and IoT solutions that may be offered.
- PCPE compliant Point-of-Sale (POS) systems from known industry vendors, installed at customer sites and managed by Sodexo.
- A limited set of internally developed and third-party applications utilized by Sodexo employees for Sodexo internal operations only.
- Customer portals for Facilities Management (Roth, IBM Maximo,) Corporate Procurement (Entegra) and Venue Planning (Sodexclive!)

Most Sodexo employees are embedded on-site at customer locations and in many cases are seen as "badged" employees of the customer. They do not require access to the Sodexo corporate domain to execute their daily duties. In cases where IT resources may be needed to conduct daily duties, such as customer internal email communications, customers generally prefer to provision these services on their own IT infrastructure.

Sodexo management team members and employees that work at Sodexo corporate locations will be assigned a Sodexo corporate domain login ID and/or an email address as appropriate for their duties. These are required to be utilized on Sodexo issued devices (laptops, desktops, and/or mobile devices.)

Finally, for any Sodexo IT equipment that will be used at customer locations, **we implement a dedicated internet connection, physically separated from any customer IT infrastructure.** This helps reduce risk and compliance costs for both parties. This may be broadband, 4G or 5G depending on the need. We may request temporary, supervised access to a network closet so that the connection can be installed.

High-Level Overview of Major IT Partners Supporting Internal Business Operations

Sodexo, as a global entity, utilizes the following services to support the global corporate organization in Canada and The United States:

- **Microsoft Azure:** Hosts the corporate datacenter infrastructure. Sodexo utilizes a tenant in the U.S. Backups for North America reside in the U.S.
- **Microsoft 365:** Hosts email and collaboration services. Sodexo utilizes a single global tenant for all global regions in the EU.
- **SAP:** Application services hosted in the U.S. and EU.
- **Kronos Workforce:** Employee timeclock services hosted in the U.S.
- **IBM:** Maximo facilities management application, hosted in Canada.
- **Oracle:** Database and other services hosted in the U.S. and EU.
- **Amazon:** The SodexoMyWay application is built in the Amazon S3 infrastructure in the U.S.
- **Equinix:** Some network and data infrastructure services are located in the U.S., EU, and other countries where Equinix and Sodexo operate.
- **Salesforce:** US / Canada. Multiple internal corporate services.
- **Telecommunications:** Telecommunications technology is U.S. based. Help Desk support may be U.S., EU or India
- **Technical Services:** Internal Corporate IT services may be provided by professionals residing in the U.S., Canada, EU, or India.

Please note that this is not a comprehensive list. Some subsidiaries may utilize additional or different tools / technologies to support internal business operations.

Our Global Data Protection and Privacy Policies

Our data and privacy policies are published online and can be viewed at:

https://www.sodexo.com/legal/global-data-protection-policy
https://us.sodexo.com/about-us/business-integrity-ethics
https://us.sodexo.com/legal/privacy-policy
https://ca.sodexo.com/legal/privacy-policy

Use of Artificial Intelligence (AI)

Sodexo has established guidelines regarding the ethical use of artificial intelligence internally as well as for our third-party SaaS providers. Our vendor contract language contains strict parameters regarding the allowable usage of AI in products and services that are provided through Sodexo. Please see our legal and privacy policies for further details.

2

Sodexo IS&T Information Security

North America Program Overview

Sodexo believes that a strong investment in information security is strategic to the company's growth, is a critical baseline function of risk management, and is critical in order to demonstrate our dedication to protecting sensitive information security assets in an increasingly complex digital world. This applies not only to technology, but to contractual, procurement, and business strategy processes.

Information Security Policy

Sodexo strives to maintain information security policies and procedures in line with industry best practices and standards and to address privacy and compliance requirements. Sodexo's Global Information Systems Security Policy (GISSP) is designed to align with ISO 27001/002 standards. Additionally, Sodexo maintains Information Security standards specific to North America.

Policies are reviewed annually through an established internal review process. Changes, updates and/or proposed new policies are then brought to executive management for review and approval.

Organization of Information Security

The North American Information Security Office is responsible for execution of the Information Security Program within the United States and Canada, reporting directly to the Chief Information Officer (CIO). The Information Security office is maintained by the CISO, Vice President of IT & Cyber Security, North America. Additionally, this office holds dotted-line responsibility for global information security initiatives, reporting into our global Chief Information Security Officer in Issy de Molineaux, France.

Curriculum Vitae

The North American (NorAm) Information Security Team provides more than 35 years of combined information security experience. Team members hold undergraduate and graduate degrees in information security from accredited institutions as well as several industry recognized certifications. These include, but are not limited to:

- ISACA Certified Information Security Manager (CISM)
- ISC2 Certified Information Systems Security Professional (CISSP)
- ISC2 Certified Information Systems Security Professional – Information Systems Security Architecture Professional (CISSP - ISSAP)
- ISC2 Certified Cloud Security Professional (CCSP)
- ISFCE Certified Computer Examiner
- EC-Council Certified Ethical Hacker (CEH)
- CompTIA Security+ Certification

Many of these certifications carry continuing professional education (CPE) requirements that help ensure that staff maintain current knowledge in their field of expertise.

Governance and Risk Management

The Information Security Office is responsible for reporting to stakeholders identified risks to information assets and to provide regular reporting on effectiveness of controls. Quarterly reviews are held with management stakeholders within IS&T to review risk and performance metrics and to review progress on risk mitigation activities. Formal reports are prepared for review and signoff at the regional level. At the global level, reports are regularly provided for distribution to the C-level executive team and Board of Directors.

Segregation of Duties

At a high level, the Information Security Office serves as a function of enterprise risk management and holds organizational responsibility in the following areas:

- Risk and vulnerability assessment
- Information Security architecture and design
- IT vendor risk management
- Information security policy, procedures, and standards (aligned with Global Information Security Policies and Principles)
- Information security incident management and investigations
- Information Security training and awareness
- Advisory Services
- Execution of the Global IT & Cyber Security Roadmap within the region.

Operational responsibilities for core information security activities, such as operational responsibility for firewall, intrusion prevention systems, server patch management and access and identity management are owned and maintained by applicable areas within IS&T Infrastructure and the Group Information and Systems Security (GISS) team in Paris, France.

Statement Regarding the Payment Card Industry Data Security Standard (PCI-DSS)

While Sodexo does not store, transmit or otherwise process any cardholder data within its North American data center infrastructure as defined by the PCI DSS, it recognizes the importance and strives to comply with the PCI Data Security Standard as part of a holistic process to mitigate risk to cardholder data. Sodexo partners with a network of Point-of-sale (POS) service providers and payment processors, and within its contract language specifies:

- The Vendor shall at all times remain compliant with Payment Card Industry Standards and shall, upon the request of Sodexo provide evidence of same
- That quarterly ASV scans are conducted in accordance with the PCI DSS, where applicable (POS vendors)
- That the Vendor provides audit rights to Sodexo on behalf of the MasterCard Site Data Protection or Visa Cardholder Information Security Program.

Where Sodexo is contracted by a client to provide the end-to-end POS environment, defined as:

- Sodexo provides hardware for use at the client location:
  - Point of Sale terminal
  - P2PE compliant card reader
  - Firewall
  - Dedicated, physically separated internet connection (broadband, 4G LTE etc.).
  - Sodexo as the owner of the Merchant ID (MID).
  - Sodexo owns administrative control of the on-site POS environment.

Sodexo will manage to PCI level 4 requirements, which is the level determined by our payment processor (Bank of America Merchant Services). Compliance validation is provided on a per-site basis where it is applicable based on current PCI standards.

There are some scenarios where a client may hold the MID, or requires Sodexo to use some, or all, of the client's POS environment or share internet connectivity via the client's network. In these scenarios, responsibility for PCI compliance will be determined by the terms outlined in the managed services agreement with the client.

Statement Regarding Requests for Completion of Third-Party Risk Management (TPRM) Questionnaires

Due to the volume of requests and SaaS providers Sodexo partners with, we are unable to respond to questionnaires individually. However, in the interest of transparency, Sodexo NorAm has established a Trust Center portal where this information can be obtained on-demand in industry standard formats such as the SIG Shared Assessments format, along with third party information where applicable. The Trust Center portal is located at:

https://sodexopartnerdocs.safebase.us

Statement Regarding Audit Requests, Vulnerability Assessments and Penetration Tests of Sodexo IT Environments

Sodexo does not permit on-site audits to be conducted of its Data Center Environment (Data Center Environment) or other facilities. Additionally, Sodexo does not permit vulnerability assessments or penetration tests to be conducted on any of its IT assets by customers or their contracted agents.

Requests to view vulnerability assessment data or documentation of the security of the Data Center Environment will be managed on a case-by-case basis. Requests must be authorized through the Sodexo North America Information Security Office and/or Group Information Security.

Statement Regarding Compliance with Client Information Security Policies

Sodexo takes Information Security seriously and prioritizes the confidentiality, integrity and availability of systems and data critical to client operations. As such, Sodexo strives to align its policies and procedures with industry best practices and standards. Given the depth and breadth of the industries and companies Sodexo services, it is not feasible for Sodexo to be able to comply with the specific nuances of individual client information security programs or policies. However, upon request and with proper NDAs, Sodexo will be happy to provide the Sodexo Global Information Security Policies and Procedures (GISSP) for review as well as proof of SOC2 certification for Sodexo's IBM Maximo Facilities Management application. Further questions or concerns can be directed to the North American Information Security Office (infosec.noram@sodexo.com) or your Sodexo account representative.

Statement Regarding Ownership of Data

Sodexo's policy is that Sodexo retains ownership of the data that resides on its systems and where Sodexo utilizes third party service providers to provide services to its clients. Where this policy is superseded by law or regulatory requirement, Sodexo will comply with such laws and/or regulations.

sodexo

Standardized Information Gathering (SIG LITE) and Standards Mapping

The below chart provides a comprehensive overview of the Information Security Program for North America. Unless otherwise stated, the scope of questions and responses is defined as pertaining to Sodexo's Data Center Environment and corporate policies and standards. Areas within the FAQ that may have additional context outside of the stated scope are marked with an asterisk (*).

Due to the vast size and scope of the organization, some IT functions and/or services may be regionalized and are managed at that level rather than within the Data Center Environment. Generally, these are services specifically requested by a client within that region. However, all Sodexo business units are required to comply with all security, privacy and compliance policies and standards regardless of location. It is the responsibility of business unit managers to ensure compliance with all policies and standards.

Some IT related services and applications delivered to clients are provided by third party service providers. In these cases, Sodexo business units are required to maintain a Data Protection Agreement (DPA) with these providers as well as or Information Security Addendum (ISA) and Non-Disclosure Agreements (NDA) contractually binding them to maintaining security and privacy standards.

The chart below provides a high-level overview of our program utilizing the SIG LITE format from SharedAssessments.org and includes mapping to SCA and ISO 27001 and 27003:2013 standards, where applicable. Our full SIG LITE is available for review upon request.

Question Num	Question/Request	Response	Additional Information	Category	Attribute	Shared Assessments SCA 2023	ISO 27001 and 27002:2013	Doc Ref
A.1	Is there a formalized risk governance policy approved by management that defines the Enterprise Risk Management program requirements?	Yes	Enterprise Risk Management is established through policies and procedures of Sodexo's global holding company based in France.	Risk Management Principles	Policies, Standards, and Procedures	A.1 Enterprise Risk Governance | A.2 Risk Assessment and Treatment		A.1
B.1	Is there a third party risk management program that is reviewed and approved by management which includes 4th and Nth parties as part of the program?	Yes	This is defined in our Global Information and Systems Security Policies and Principles (GISSP) and the Sodexo NorAm Information Security policy.	Risk Management Principles	Third-Party Risk Management	C.2 Information Security Policy Maintenance		C.2
B.2	For all organizational entities (e.g., vendor's vendors, subcontractors, fourth parties, Nth parties) is there a contractual relationship that extends obligations to each entity?	Yes	Sodexo OSS NORAM requires a Business Partner Information Security Agreement and Data Privacy Agreement be included in contracts where data may be processed and/or SaaS services may be provided by a third party.	Risk Management Principles	Contracts, and Agreements	B.1 Assesses Third Party Risk Management Program		B.1.1
C.1	Has the organization implemented and documented an information security program and policy that is communicated, monitored, maintained, continually improved, and approved by management?	Yes	Sodexo maintains information security policies and procedures in line with industry best practices and standards and to address privacy and compliance requirements. Sodexo's Global Information Systems Security Policy (GISSP) is designed to align with Information Security Office 27001/002 standards. Additionally, Sodexo maintains security policies and principles for contracting third-party cloud service providers to which employees are required to adhere.	Program Management	Policies, Standards, and Procedures	C.2 Information Security Policy Maintenance	4.3 Scope of Information Security Management Systems |6.2 Information Security Objectives and Planning to Achieve Them |7.3 Awareness |7.4 Communication	C.2
C.4	Is there a documented risk assessment	Yes	Assessments are continuously run at various levels, with	Risk Managem	Risk Assessments	C.2 Information Security	6.1.2 Information	

sodexo

	process for information security with consistent and comparable results?		reports provided quarterly and ad-hoc for specific initiatives.	ent Principles		Policy Maintenance	security risk assessment	
D.1	Is there an asset management program approved by management, communicated to constituents and an owner to maintain, review, and manage asset controls?	Yes	Sodexo Technology, Data and Digital (TD&D) maintains an Asset Management portfolio to track assets maintained within its data center. This portfolio also tracks owners and custodians assigned to the asset, criticality of the asset to the organization (which determines disaster recovery priority which is also tracked) and classification of data managed by a given application or system.	Managed Assets	Asset Program Management			
D.2	Is there an acceptable use policy for information and associated assets that has been approved by management, communicated to appropriate constituents, and assigned an owner to maintain and periodically review the policy?	Yes	Sodexo OSS NORAM has put in place a contractor AUP for all contractors being given a Sodexo Login ID. Sodexo employees are required to abide by the requirements set for in policies, procedures, and the Sodexo Employee Guide to Information Security. All are made available on the company's intranet site.	Identity and Access Management	Policies, Standards, and Procedures	E.2 Terms and Conditions for Employment		E.2
D.3	Is there a records retention policy and retention schedule covering paper and electronic records, including email in support of applicable regulations, standards, and contractual requirements?	Yes	Sodexo has a records retention policy that is maintained by the Data Privacy office (DPO).	Governance and Oversight	Documents, Records and eDiscovery Management	P.5 Data Processing Obligations		P.5
E.1	Are Human Resources policies and procedures approved by management, communicated to constituents and have an owner to maintain and review?	Yes	It is Company policy to conduct pre-employment background checks on selected candidates. The checks may include education, licensing, and/or employment verification, a Social Security number trace, a criminal background check, a drug test, personal reference checks, and a search of any other relevant public records. In addition, the Company conducts driving records checks for positions that require driving.	Personnel Security	Policies, Standards, and Procedures	E.1 Pre-Employment Screening	7.3 Awareness |7.4 Communication	E.1
E.3	Does the organization have an employee performance process that is	Yes	This is accomplished through Sodexo's Human Resources organization and required by all segments to comply.	Personnel Security	Human Resources Management	E.4 Performance and Appraisal Process	7.2 Competence |9 Performance evaluation |9.3	E.4

	documented, maintained, and reviewed by management periodically?						Management review	
F.1	Has management approved a physical security program that is communicated to all parties involved, with an assigned owner responsible for maintenance and review?	Yes	Physical security is multi-tiered and employs the use of on-site security personnel, man traps, fingerprint identity scanners, and multiple security zones within and along the perimeter of the site.	Physical and Environmental Protection	Policies, Standards, and Procedures			
G.1	Does the organization's executive leadership ensure Information Technology Operation's policies, and procedures are established and aligned with organizational strategy, and communicated to the entire organization?	Yes	Policies are established at the global level for all regional entities and made available through the company's Global IT Security and Compliance portal on the company intranet.	Personnel Security	Policies, Standards, and Procedures		5.1 Leadership and Commitment	
G.2	Is there an operational Change Management/Change Control policy or program that has been documented, approved by management, communicated to appropriate constituents, and assigned an owner to maintain and review the policy?	Yes	Sodexo Technology, Data and Digital (TD&D) maintains a robust Change Management program which includes policies, procedures, and auditable controls to track all changes within its datacenter environment. Reviews are conducted daily for minor changes and weekly for major changes.	Change Management	Policies, Standards, and Procedures			
G.3	Are Information Security requirements specified and implemented when new systems are introduced, upgraded, or enhanced?	Yes	For major projects within TD&D, The Information Security Office in collaboration with the Project Management Office (PMO) ensures the integration of Information Security at all stages in the Sodexo SDLC: Requirements, Design, Development, Test and Deployment. The Information Security Office has outlined activities to be performed during all these phases. Projects that fail to meet requirements are not approved to move forward until identified gaps are remediated. It should be noted that some IT related development is conducted directly at a regional level and/or by	Program Management	Information Security Program	G.1 Change Management		G.1

			third party partners, or is done to fulfill client contractual obligations rather than being centralized through IS&T. However, all Sodexo locations are required to comply with published company security, privacy, and compliance requirements.					
H.1	Has management approved an access control policy, communicated it to constituents, appointed an owner to maintain it, and reviewed it?	Yes	Access to critical IT systems and data within the Sodexo Data Center Environment is provided on a need-to-know basis, based on business requirements, and in compliance with the published Information Security policies and standards. All access is granted based on formal approval by a manager or designated individual directly responsible for the user and/or the owners of the data and systems. Selected access is reviewed annually (re-certification) by user management, data owners, and / or system owners.	Identity and Access Management	Policies, Standards, and Procedures	C.1 Information Security Standards	H.1 Access Control Policy		C.1
H.2	Has management approved, communicated, and enforced a password policy for systems that transmit, process, or store scoped data on all platforms and network devices?	Yes	Passwords must maintain complexity requirements. Passwords expire every 90 days, and restrictions are in place for previous password use. Privileged access requires significantly stricter controls. Controls are enforced by Active Directory. Each employee, contractor, consultant, or temporary employee will have a unique ID and password that is tied to that person's access authorization. Any exceptions to this policy must be submitted in accordance with our technology exception process for review	Identity and Access Management	Access Control Management			
H.2.1	Does the password policy require keeping passwords confidential?	Yes	User a prohibited by policy to share passwords for named Login IDs.	Identity and Access Management	Policies, Standards and Procedures			
I.1	Are applications used to transmit, process, or store scoped data?	Yes	It is required that sensitive data be encrypted in transit and that data is only sent to authorized recipients. Sodexo utilizes several different technologies, such as SFTP, IPSEC VPN, and TLS to ensure transmission security. Additionally, sensitive data that may be transferred via SFTP	Application Development	Application Program Security			

			requires PGP encryption so that it remains secured while at rest at its destination. The PGP requirement is an additional control to protect both Sodexo and our partners/customers, as SFTP sites are generally reside on a DMZ facing the internet. This helps ensure the data remains protected at rest should an incident occur.					
I.1.1	Are development, test, and staging environments separate from the production environment?	Yes	In general, major applications within the Sodexo Data Center Environment are required to maintain separate DEV/TEST/QA and Production environments. Some applications, due to low criticality or usage, may share some aspects of their environment.	Program Management	Secure Architecture Design Standards	G.1 Change Management		G.1
I.2	Is application development performed?	Yes	For major projects within TD&D, The Information Security Office in collaboration with the Project Management Office (PMO) ensures the integration of Information Security at all stages in the Sodexo SDLC: Requirements, Design, Development, Test and Deployment. The Information Security Office has outlined activities to be performed during all these phases. Projects that fail to meet requirements are not approved to move forward until identified gaps are remediated. It should be noted that some IT related development is conducted directly at a regional level and/or by third party partners, or is done to fulfill client contractual obligations rather than being centralized through IS&T. However, all Sodexo locations are required to comply with published company security, privacy, and compliance requirements.	Application Development	Application Program Security			
I.2.1	Is there a secure software development lifecycle policy that has been approved by management, communicated to appropriate constituents and an owner to	Yes	For major projects within TD&D, The Information Security Office in collaboration with the Project Management Office (PMO) ensures the integration of Information Security at all stages in the Sodexo SDLC: Requirements,	Program Management	Secure Software Development Life Cycle (SDLC) Managements	I.3 Secure Systems Development Life Cycle (SDLC)		I.3

	maintain, and review the policy?		Design, Development, Test and Deployment. The Information Security Office has outlined activities to be performed during all these phases. Projects that fail to meet requirements are not approved to move forward until identified gaps are remediated. It should be noted that some IT related development is conducted directly at a regional level and/or by third party partners, or is done to fulfill client contractual obligations rather than being centralized through TD&D. However, all Sodexo locations are required to comply with published company security, privacy, and compliance requirements.					
I.3	Is a web site or web application supported, hosted, or maintained that processes scoped systems and data?	Yes	This depends upon the services being provided to the customer. In most cases, scoped data is defined by our customers as "Sensitive Data". For Sodexo's core food and facilities management functions, data being processed is generally not considered by most customer entities as Sensitive Data. However, there may be cases where additional services are provided through third-party SaaS solutions, Sodexo developed solutions, or a combination thereof that may contain scoped data as defined by the contract between the customer and Sodexo. these are reviewed on a case-by-case basis.	Web Server Security	Web Management			
I.3.1	Are security configuration standards documented for web server software?	Yes	Sodexo maintains a comprehensive and documented information security strategy for solutions hosted in our Azure tenant. (Directive SD-AZRC)	Web Server Security	Web Management			
I.3.2	Is an Application Programming Interface (API) available to clients?	Yes	This is service dependent, but it may be applicable to one or more products/solutions. Sodexo does not consider itself a SaaS services provider. In most cases, Sodexo NorAm uses a "buy vs build" strategy and maintains a portfolio of third-party SaaS solutions that customers	API Security	Application Program Security Scoping			

			may choose from to compliment the Food/FM service Sodexo provides. Some of these solutions may offer APIs.					
J.1	Has management approved and communicated a Cybersecurity Incident Management Program with a designated owner to maintain and review it?	Yes	The Information Security Office maintains a clear Information Security Incident Response Plan outlining the capabilities of each TD&D department and the procedures they must follow. This SOP provides a general approach to combating a major security incident and aligns with Global Information Security Directives. During an enterprise-wide security event, the Information Security Office acts as the primary responders to the incident regionally, in partnership with Sodexo's Global Cybersecurity Operations Center (SOC).	Incident Response	Incident Management	J.1 Cybersecurity Governance		J.1
J.4	Does the organization have a documented Incident Response Plan that outlines the escalation process?	Yes	The plan and escalation procedure are reviewed annually. Updates are applied accordingly.	Incident Response	Incident Management	G.9 System Monitoring|P .2 Data Privacy Program		G.9
J.5	Is there a specific methodology to regularly review events on scoped systems or systems containing scoped data to uncover potential incidents?	Yes	For declared cybersecurity events, the Information Security Office will act as the initial response coordinator and is required to log and communicate out on incident status to stakeholders. Per determined points as defined in incident management procedures, response coordination will be turned over to the Privacy Office. The NORAM Information Security Standards Guide also provides documentation for incident management handling specific to forensic investigations.	Incident Response	Incident Management			
J.5.1	Does regular security monitoring include alerts for malware infections and suspicious activity?	Yes	These are monitored by our Global SOC. NORAM has dedicated information security analysts who review these incidents and guide IT personnel and end users on remediation.	IT Services and Infrastructure	Logging and Monitoring Management			
K.1	Has the organization established a Business Resilience Policy, designated	N/A	Business Resilience plans are created at the Business Unit level for functions specific to their segment needs.	Contingency Planning	Board Structure, Independence and			

	an owner to maintain and review it, and communicated it?				Accountability			
K.2	Is there a formal, documented information technology disaster recovery exercise and testing program in place?	Yes	IT Disaster Recovery is managed by Sodexo's TD&D Operational Excellence organization,	Contingency Planning	Policies, Standards, and Procedures	K.6 Exercising and Testing		K.6
K.3	Are there any dependencies on critical third-party service providers?	Yes	Critical third-party services providers are identified and monitored by the TD&D Operational Excellence team. SLAs are tracked and escalation processes are in place for any incidents.	Contingency Planning	Business Resilience Plan Management	K.3 Operational Risk Assessment		K.3
K.4	Is there a pandemic/infectious disease outbreak plan?	Yes	Please are maintained by HR.	Risk Management Principles	Policies, Standards, and Procedures			
K.5	Is scoped data backed up and stored offsite?	Yes	Sodexo NORAM utilizes Azure ASR which is located in a different geographical region than the U.S. data center environment.	Contingency Planning	Data Management			
K.6	Is there a formal process focused on identifying and addressing risks of disruptive events to business operations)e.g. operational risk assessment?)	Yes	This function is maintained by Sodexo's Operational Excellence organization.	Contingency Planning	Business Continuity Management	K.3 Operational Risk Assessment		K.3
K.7	Have formal procedures for business continuity been developed and documented?	N/A	Business Continuity Plans are created at the Business Unit level for functions specific to their segment needs.	Contingency Planning	Business Continuity Management			
K.11	Is there a data retention policy or process with a retention schedule for scoped data?	Yes	There are general data retention policies set forth by Sodexo's Data Privacy Office (DPO).	Contingency Planning	Policies, Standards, and Procedures	L.1 Legal, Regulatory and Standards Compliance		L.1
L.1	Are there policies and procedures to ensure compliance with applicable legislative, regulatory, and contractual requirements?	Yes	These are defined by the Data Privacy Office. IT & Cyber Security acts as a supporting organization to the DPO to help track the applicability of controls and enforcement.	Governance and Oversight	Policies, Standards and Procedures			
L.2	Is a web site(s) maintained or hosted for the purpose of advertising, offering, managing, or servicing accounts, products, or services to clients' customers?	Yes	Most applications are provided via Third-Party SaaS solution providers, chosen by the customer to enhance the food and FM services they are contracting for. For K-12 or University customers, Sodexo offers an online menuing service called SodexoMyWay. This provides the customer its own branded site.	Industry Regulatory Compliance	Consumer Protection			
L.3	Are there policies and procedures for addressing antitrust and anti-	Yes	These are addressed via Sodexo Corporate Policy and published on our corporate intranet page	Industry Regulatory	Logging and Monitoring			

	competitive business practices?		https://us.sodexo.com/legal-privacy/privacy-policy.html	Compliance	Management				
L.4	Is there a documented internal compliance and ethics program?	Yes	Sodexo NORAM maintains dedicated Privacy and Compliance offices. Issues can be reported anonymously through the company's intranet site. https://us.sodexo.com/legal-privacy/privacy-policy.html	Industry Regulatory Compliance	Business Ethics and Corporate Compliance	L.2 Corporate Compliance			L.2
L.5	Are documented policies and procedures maintained to enforce applicable legal, regulatory, or contractual cybersecurity compliance obligations?	Yes	These are addressed via Sodexo Corporate Policy and published on our corporate Intranet page. https://us.sodexo.com/legal-privacy/privacy-policy.html	Industry Regulatory Compliance	Policies, Standards and Procedures	L.1 Legal, Regulatory and Standards Compliance			L.1
L.6	Are there policies and procedures for detecting and preventing internal and external fraud?	Yes	These are addressed via Sodexo Corporate Policy and published on our corporate Intranet page. https://us.sodexo.com/legal-privacy/privacy-policy.html	Industry Regulatory Compliance	Business Ethics and Corporate Compliance	L.2 Corporate Compliance			L.2
M.1	Do desktops, laptops, tablets, or smartphones transmit, process, or store Scoped data?	Yes	This is dependent upon the services being provided to the customer. Generally, most services offered by Sodexo do not require storing, handling or processing customer Sensitive data. In the case of Point of Sale solutions, Sodexo utilizes P2PE encryption for the environments it is contracted to own and install. Sodexo-issued laptops require the use of full-disk encryption. Compliance is monitored by the Information Security Office and is reported periodically to senior management. A validation process is in place to ensure that all newly issued laptops ordered via authorized channels are shipped with full disk encryption installed and functioning. Standard Operating Procedures (SOPs) are defined for the handling and disposal of media within the Sodexo Data Center Environment. It is the requirement of all SMEs responsible for physical media to follow these SOPs, which are maintained under the ownership of the Information Security Office. In certain cases, Sodexo may also have contractual maintenance agreements for high-volume data devices such as storage arrays to manage and maintain these environments. In these cases, media disposal may be managed by the vendor in compliance with contractual agreements and local/state/federal law and regulations. Sodexo also partners with cloud data services such as Microsoft Azure, and maintains its own global tenant. In these cases, processes for data destruction are based on the services of the cloud provider.	Network Management	Device Management				

M.1.1	Does the organization's build and hardening standards criteria deploy endpoint security features to secure and prevent cybercriminals from gaining access to their network?	Yes	Sodexo NORAM utilizes multiple controls including EDR, anti-malware, removal of administrative access, image hardening and remote patch management.	Network Management	Hardening Standards				
M.1.2	Are constituents allowed to utilize mobile devices within the organization's environment?	Yes	Sodexo utilizes MFA in addition to policies and procedures governing the use of corporate vs. personal assets. Separate guest wireless networks are maintained at Sodexo corporate offices.	Configuration Management	Mobile Device Management				
M.1.3	Is there a mobile device management program in place that has been approved by management and communicated to appropriate constituents?	Yes	Sodexo utilizes an enterprise class MDM solution to manage laptop devices. Other mobile devices specifically utilized to provide one or more services to customers may also have MDM controls.	Configuration Management	Mobile Device Management	F.6 Physical Security Testing and Compliance Inspections		F.6	
M.1.4	Can constituents access corporate e-mail using mobile devices?	Yes	Sodexo utilities Microsoft 365 for email services worldwide.	Configuration Management	Mobile Device Management				
M.1.5	Are non-company managed computing devices used to connect to the company network?	No	A guest network is provided at corporate locations for internet access.	Managed Assets	Asset Program Management				
M.1.6	Are any mobile devices with access to scoped data Constituent owned (BYOD)?	No	While there is a policy that allows for BYOD with certain requirements, currently Sodexo NORAM does not utilize BYOD.	Managed Assets	Mobile Device Management	M.1 Mobile Application Management		M.1	
M.3	Does the organization maintain policies and procedures for the access to and the usage of collaborative	Yes	This is addressed by the GISSP and related directives, principles, and guides.	Application Development	Policies, Standards, and Procedures	H.11 User Awareness on Remote Sessions |M.3 Secure File Sharing or Exchange		H.1	

	computing devices or applications e.g., networked whiteboards, cameras, and microphones?							
N.1	Does the organization build and maintain a secure network and systems?	Yes	Please see Sodexo's Information Security Program for further details.	Network Security	Device Management			
N.2	Does the organization have a Network Security Program with a defined policy that outlines security requirements, is reviewed regularly by an owner, and communicated to relevant parties?	Yes	This is a global policy maintained by our Group holding company and disseminated to regions.	Network Management	Hardening Standards	C.1 Information Security Standards|C.5 IT Organization Roles and Responsibilities|N.1 Secure Engineering and Architecture		C.1
N.3	Is every connection to an external network terminated at a firewall e.g., the Internet, partner networks?	Yes	Sodexo utilizes enterprise class firewall technologies for ingress/egress points.	Network Management	Network Segregation and Segmentation Management	N.10 Network Monitoring		N.1
N.4	Are all network devices patched with all, available high-risk security patches applied and verified?	Yes	Network devices are scanned as part of Sodexo's vulnerability management process.	IT Services and Infrastructure	Patch Management	G.2 Patch Management		G.2
N.5	Has management approved a policy for remote access to scoped systems and data communicated to constituents?	Yes	This is a global policy maintained by our Group holding company and disseminated to regions.	Identity and Access Management	Policies, Standards, and Procedures	F.3 Workspace Environment|H.8 Remote Access		F.3
N.7	Are Network Intrusion Detection/Prevention Systems (NIDS/NIPS) employed e.g., appliances, software, etc.?	Yes	Sodexo utilizes enterprise class IDS/IPS technologies for ingress/egress points.	IT Services and Infrastructure	Intrusion Detection and Prevention Systems (IDS-IPS)	N.10 Network Monitoring		N.1
N.8	Is there a DMZ environment within the network that transmits, processes, or stores Scoped systems and data e.g., web servers, DNS, directory services, remote access, etc.?	Yes	What, if any, scoped data would be utilized in the DMZ would depend upon what products/services are being offered. In most cases, services offered to customers would be through a SaaS provider.	Network Management	Network Controls and Security	N.1 Secure Engineering and Architecture		N.1
N.9	Is there a wireless policy or program that has been approved by management, communicated to appropriate constituents and an owner to maintain, and review the policy?	Yes	This is a global policy maintained by our Group holding company and disseminated to regions.	Network Management	Policies, Standards, and Procedures	M.2 Removable Device Management		M.2.2

N.11	Are there security standards, baseline configurations, patching, access control, and strong passwords for network devices such as Firewalls, Switches, Routers, and Wireless Access Points?	Yes	Sodexo utilizes automated hardening based on CIS standards for its Azure tenant. Hardening standards are also required to be applied to datacenter systems and desktops/laptops.	IT Services and Infrastructure	Hardening Standards	N.3 Data Flow Enforcement		N.3
N.12	Are default passwords changed or disabled prior to placing network devices into production?	Yes	This is the standard policy.	IT Services and Infrastructure	Password Controls	H.1 Access Control Policy		H.1
O.1	Does the organization have and adhere to an environmental policy which sets out clear commitments and targets to improve the organization's environmental footprint?	Yes	Sodexo is conscious of the impacts business can have on the environment, and has several programs in place to address this issue. https://us.sodexo.com/corporate-responsibility.html	(ESG) Environmental	Environmental Management	O.1.11 Policies and procedures that address air pollution		O.1
O.1.1	Does the organization's environmental policy cover climate change issues that could be material to the organization?	Yes	Please see https://us.sodexo.com/inspired-thinking/positive-impact/better-tomorrow-report-2022.html for more information.	(ESG) Environmental	Climate Change	O.1.4 Policy or statement for green energy usage		O.1
O.2	Does the organization have material discharges to air as a direct result of its operations?	N/A	Generally, this is not applicable to the food and facilities management services we provide. Sodexo is not a manufacturer.	(ESG) Environmental	Air Pollution	O.3 Corporate Governance Policy		O.1
O.3	Does the organization have processes in place to ensure that there are no material discharges to land or water as a direct result of business operations?	Yes	Please see https://us.sodexo.com/inspired-thinking/positive-impact/better-tomorrow-report-2022.html for more information.	(ESG) Environmental	Waste Management	O.3.6 Policies and procedures that address compensation		O.1
O.4	Has the organization implemented procedures to ensure the safe use, handling, storage and disposal of hazardous/toxic chemicals and substances?	Yes	Please see https://us.sodexo.com/corporate-responsibility.html for more information.	(ESG) Environmental	Hazardous & Toxic Material Management	O.3 Corporate Governance Policy		O.1
O.5	Does the organization maintain processes to ensure that there are no adverse impacts on biodiversity, including deforestation,	Yes	Please see https://us.sodexo.com/inspired-thinking/positive-impact/better-tomorrow-report-2022.html for more information.	(ESG) Environmental	Natural Resource Management & Use	O.1 Environmental Risk Management		O.1

	ecosystem integrity, natural resource conservation and land degradation?							
O.6	Are there any financial provisions in the annual accounting statements of the organization to address environmental issues, breaches, non-compliances, enforcements, prosecutions, or fines, if they exist?	N/A	Please see https://us.sodexo.com/corporate-responsibility.html for more information.	(ESG) Environmental	Regulatory Compliance	O.3 Corporate Governance Policy		O.1
O.7	Does the organization have documented policies and procedures in place that address the prevention of modern slavery?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Social	Human Rights & Labor Practices	O.3 Corporate Governance Policy		O.2
O.8	Does the organization ensure that sub-contractors are treated fairly, ethically and in accordance with local standards and regulations?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Social	Worker Health & Safety	O.3 Corporate Governance Policy		O.2
O.9	Does the organization have a documented policy on Health and Safety?	Yes	Sodexo has a strong commitment to Health and Safety with the implementation or multiple policies and programs. These are posted on our corporate intranet site and where required in employee gathering areas.	(ESG) Social	Worker Health & Safety	O.1 Environmental Risk Management |O.2 Social Responsibility		O.2
O.10	Has the organization established formal community relations programs to promote its involvement in the community?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Social	Community Involvement	O.1.1 Policy or statement on climate change		O.2
O.11	Does the organization have policies in place to ensure that their products and/or services do not generate health and safety concerns?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Social	Consumer Safety & Product Safety	O.1.4 Policy or statement for green energy usage		O.2
O.12	Does the organization have a formalized Environmental, Social, and Governance (ESG) program or set of policies & procedures aligned to its Enterprise Risk Management framework approved by	Yes	Sodexo maintains a Supplier Code of Conduct. More information can be viewed at: Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Governance	Board Structure, Independence & Accountability	O.1.4 Policy or statement for green energy usage		O.3

	executive management and the Board of Directors?							
O.12.1	Are the organization's Environmental, Social and Governance (ESG) policies regularly reviewed and approved by executive management and the Board of Directors?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Governance	ESG Management Practices & Processes	O.1.17 Process for reporting results and recommendations to senior management		O.3
O.13	Does the organization have a formal diversity, equity, and inclusion (DEI) statement or policy?	Yes	Please see https://us.sodexo.com/corporate-responsibility/diversity-equity-and-inclusion.html	(ESG) Governance	Ethics & Codes of Conduct	O.1.4 Policy or statement for green energy usage		O.3
O.14	Does the organization have a documented policy for Ethical Sourcing?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Governance	Supply Chain Management	O.2 Social Responsibility Policy		O.3
O.14.1	Does the organization have a responsible purchasing procedure or standard for suppliers?	Yes	Please see our social responsibility programs located at https://us.sodexo.com/our-impact/sustainability/supply-chain-commitments.html	(ESG) Governance	Supply Chain Management	O.2 Social Responsibility Policy		O.3
P.1	Is there collection, access, processing, disclosure, or retention of any classification of personal information or personal data of individuals on behalf of the client?	Yes	This depends upon what products or services are requested by the client. In most cases Sodexo will maintain what is usually considered non-sensitive client data, such as facilities, locations and on-site employee contact information and product sales data. However, in certain business agreements such as Healthcare, Seniors or Universities, different types of Scoped data may be defined.	Data Governance	Data Privacy, Security & Management			
P.1.2	Is client scoped data collected, accessed, transmitted, processed, disclosed, or retained that can be classified as nonpublic personal information or personally identifiable financial information under the Gramm-Leach-Bliley Act (GLBA) and related Privacy and Security Safeguards Rules?	N/A	As Sodexo is not a financial services firm, generally these types of issues do not apply, nor would Sodexo have access to this type of data as it is related to GLBA.	Personally Identifiable Information (PII) Processing & Transparency	Financial Services Privacy	P.1 Personal Information, Identification, and Classification		P.1

P.2	Does the organization have a policy for preserving privacy and protecting personally identifiable information (PII) and is this policy communicated to all relevant parties?	Yes	Personally Identifiable Information (PII) Processing & Transparency	Personally Identifiable Information (PII) Processing & Transparency	Data Privacy, Security & Management			
P.2.1	Is client scoped data collected, accessed, processed, disclosed, or retained that can be classified as consumer report information or derived from a consumer report under the Fair and Accurate Credit Transactions Act (FACTA)?	N/A	No, As Sodexo is not a financial services firm, generally these types of issues do not apply nor would Sodexo have access to this type of data as it is related to FACTA..	Personally Identifiable Information (PII) Processing & Transparency	Financial Services Privacy	P.1 Personal Information, Identification, and Classification		P.1
P.2.2	Is client scoped data collected, accessed, transmitted, processed, disclosed, or retained that can be classified as Protected Health Information (PHI) or other higher healthcare classifications of privacy data under the U.S. Health Insurance Portability and Accountability Act (HIPAA)?	Yes	This depends upon what products or services are requested by the client. In most cases Sodexo will maintain what is usually considered non-sensitive client data, such as facilities locations and on-site employee contact information and product sales data. However, in certain business agreements such as Healthcare, Seniors or Universities, different types of Scoped data may be defined.	Personally Identifiable Information (PII) Processing & Transparency	Health Care Privacy	P.1 Personal Information, Identification, and Classification		P.1
P.2.2.1	Are there documented policies and procedures to detect and report unauthorized acquisition, use, or disclosure of client scoped data (e.g., PHI/PII)?	Yes	Users can report anonymously via serval methods including online and voice messaging. Users can report anonymously.	Personally Identifiable Information (PII) Processing & Transparency	Health Care Privacy			
P.2.3	Is client scoped data collected, accessed, transmitted, processed, or retained that can be classified under U.S. State Privacy Regulations e.g., CO, CA, CT, MA, NY, NV, VA, UT, WA, CO etc.?	Yes	As Sodexo operates in all 50 states, there can be one or more services that may fall under these Privacy regulations.	Data Governance	Domestic and International Privacy and Data Protection	P.1 Personal Information, Identification, and Classification		P.1
P.2.4	Is client scoped data collected, accessed, transmitted, processed,	N/A	Some data elements may be collected by Sodexo such as name, contact information, and criminal history but this would	Data Governance	European Privacy and Data Protection	P.1 Personal Information, Identification, and Classification		P.1

	disclosed, or retained that can be classified as European Union Personal Data or Sensitive Personal Data e.g., racial, or ethnic origin, genetic data, biometric data, health data, sexual orientation, criminal history?		generally be for employees or contractors to Sodexo, not client information.					
P.2.5	Is client scoped data collected, transmitted, processed, disclosed, or retained that can be classified as Personal Information as defined by Canadian Personal Information Protection and Electronic Documents Act (PIPEDA) or Canadian Provincial Privacy Regulations?	Yes	Some data elements may be collected by Sodexo such as name, contact information, and criminal history but this would generally be for employees or contractors to Sodexo, not client information.	Data Governance	Canadian Privacy and Data Protection	P.1 Personal Information, Identification, and Classification		P.1
P.2.6	Is client scoped data collected, accessed, transmitted, processed, or retained that can be classified under any other international privacy jurisdictions? If yes, list the applicable international location in the Additional Information field.	N/A	Sodexo strives to comply with GDPR requirements in all regions that it operates in. Please see https://us.sodexo.com/legal-privacy/privacy-policy.html	Data Governance	Domestic and International Privacy and Data Protection	P.1 Personal Information, Identification, and Classification		P.1
P.2.7	Is client scoped data of minors collected, transmitted, processed, disclosed, or stored as part of the services? If yes, specify the age limitation (e.g., Age 16 and under) in the Additional Information Field.	N/A	The types of data Sodexo would normally collect would be menu item data and sales data in K-12 school districts. While there may be generic information tied to age ranges of minors, this information would be general and not tied to any individual. An example would be "top favorite menu items for children ages 7-10." In some cases, due to medical exceptions (food allergies etc.) and legal requirements, limited additional information may be needed, but this information would be property of the school district and not processed by Sodexo.	Personally Identifiable Information (PII) Processing & Transparency	Data Privacy, Security & Management	P.1 Personal Information, Identification, and Classification		P.1

P.3	Has the organization developed and maintained a formal privacy program for the protection of personal information collected, accessed, transmitted, processed, disclosed, or retained on behalf of the client?	Yes	Policies are set by Sodexo's global holding company and supplemented by regional policies where required. Please see https://us.sodexo.com/legal-privacy/privacy-policy.html	Data Governance	Data Privacy, Security & Management			
P.3.1	Is documentation of the data processing environment, including the role of the processor (such as data flows, schemas, information asset inventories, models, etc.), maintained for the systems/products/services that process client-scoped data based on data classification?	Yes	Information is maintained through our Data Privacy Office (DPO).	Data Governance	Data Management	P.2 Data Privacy Program		P.2
P.4	Is there a training and awareness program that addresses data privacy and data protection obligations based on role for new workers (e.g., officers, directors, employees, contractors) at the time of onboarding?	Yes	Exempt employees are required to attend the annual compliance training which contains information regarding proper handling and management of sensitive data. Additionally, Sodexo management employees are required to attend additional information security awareness training annually. This training, delivered via recorded webinar, is designed to increase everyone's understanding of information security threats and generate employee awareness regarding acceptable use of information assets and IT infrastructure. The employees' attendance and performance for these trainings are tracked online with results reported to business unit managers, HR, and the Information Security Office to measure compliance. The Information Security Office also conducts trainings on various information security topics via online and in-person webinars and via	Personnel Security	Education, Training and Awareness			

			corporate intranet bulletins.					
P.5	Are there documented policies and procedures that define limits to the collection and use of personal information to authorized users regarding limiting the personal information collected and used by authorized users (e.g., minimum necessary, need to know, job role)?	Yes	Policies are set by Sodexo's global holding company and supplemented by regional policies where required.	Personally Identifiable Information (PII) Processing & Transparency	Data Privacy, Security & Management			
P.5.1	Is there a documented policy or process to maintain accurate, complete, timely and relevant records of client scoped data?	Yes	This process is maintained by Sodexo Data Privacy Office (DPO.)	Personally Identifiable Information (PII) Processing & Transparency	Policies, Standards and Procedures	P.5 Data Processing Obligations		P.5
P.5.3	Does the organization obtain personal information directly from the client?	Yes	In some third-party SaaS products such as Everyday, an individual may opt to create a personal profile within the menuing application for customized recommendations and for easier ordering	Data Governance	Data Privacy, Security & Management			
P.6	Does the organization have or maintain internet-facing website(s), mobile applications, platform, or other digital services or applications that collect, use, disclose, process, or retain client-scoped data that are accessed directly by individuals?	Yes	Sodexo provides a number of online services that are internet facing or accessed via mobile applications. Most of these applications are provided by third-party SaaS providers, in which Sodexo puts in place contractual agreements to maintain security and privacy standards.	Personally Identifiable Information (PII) Processing & Transparency	Data Privacy, Security & Management			
P.8	Does the organization have a data governance program and designated body accountable to define and implement administrative, technical, and physical and environmental safeguards for the protection of client scoped data?	Yes	The IT & Cyber Security Office performs a risk assessment process for vendors that provide IT services to Sodexo or its clients. The Information Security Office also requires the vendor to respond to a standardized questionnaire aimed at better understanding the vendor's internal environment and security policies and practices. This process also involves collection of additional documentation from the vendor such as application/service	Data Governance	Board Structure, Independence and Accountability	P.7 Data Management and Data Analytics		P.7

			architecture review, vendor's compliance certifications such as PCI, etc. Discussions are conducted with Sodexo business and vendor teams to ensure detailed understanding of the vendor's interaction with Sodexo's IT systems, processes and Sodexo or its client data. Risks and remediation recommendations are communicated to the relevant parties/stakeholders for review and action. In certain circumstances, the findings may affect contract language to further protect the interests of Sodexo and its customers."					
P.9	Are there policies and procedures in place to detect and report privacy incidents (such as unauthorized disclosure, misuse, alteration, destruction, or other compromises of client data) in accordance with the Gramm-Leach-Bliley Act (GLBA) and the related Privacy and Security Safeguards Rules?	Yes	Policies and procedures are maintained at both the global and regional level for these purposes.	Incident Response	Policies, Standards, and Procedures			
P.10	Do any other parties (e.g., affiliates, fourth-Nth parties, contractors, subcontractors, sub-processors, sub-service organizations, etc.) have access to, receive, process, or retain client scoped data?	N/A	In general, the data Sodexo OSS NORAM retains is limited to what is needed for the services provided. This is usually considered non-sensitive data such as facilities locations, employee company contact information, and product sales data. In some cases, a customer may ask Sodexo to perform services or manage environments that may contain PII. In these cases, rules managing these data types are maintained by contract. However, Sodexo does maintain a data classification system and controls to protect PII. In the case of a third-party SaaS service being utilized to execute services for our customers, a contract will be put in place to hold the SaaS provider to control standards.	Procurement & Legal Risk	Contracts, and Agreements			

P.11	Is there a data privacy or data protection role accountable for compliance, enforcement, and monitoring of its privacy obligations for client1scoped data?	Yes	Sodexo's privacy policy can be viewed at https://us.sodexo.com/legal-privacy/privacy-policy.html and can be contacted at privacy.noram@sodexo.com	Audit and Accountability	Roles and Responsibilities			
R.1	Does the organization have a process to inform personnel of legal and regulatory considerations and requirements specific to its industry, sector, and business purpose, and the application context of the deployed AI system(s)?	Yes	Sodexo's privacy policy can be viewed at https://us.sodexo.com/legal-privacy/privacy-policy.html and can be contacted at privacy.noram@sodexo.com	AI-Govern	Govern 1.1	R.1 AI-Govern-1		R.1
R.2	Do organizational policies, processes, and procedures include the characteristics of trustworthy AI?	Yes	Please see https://www.sodexo.com/about-us/innovation-approach regarding AI innovation at Sodexo.	AI-Govern	Govern 1.2	R.1 AI-Govern-1		R.1
R.4	Does the organization monitor and perform a periodic review of the risk management process and its outcomes that are planned, and organizational roles & responsibilities?	Yes	Please see https://www.sodexo.com/about-us/innovation-approach regarding AI innovation at Sodexo.	AI-Govern	Govern 1.5	R.1 AI-Govern-1		R.1
R.5	Does the organization establish policies that define the creation and maintenance of AI system inventories?	Yes	Please see https://www.sodexo.com/about-us/innovation-approach regarding AI innovation at Sodexo.	AI-Govern	Govern 1.6	R.1 AI-Govern-1		R.1
S.1	Does your organization have access control policies for suppliers, developers, and service providers that are passed down to sub-tier contractors?	Yes	Please see our Information Security Program for further information.	Identity and Access Management	Policies, Standards and Procedures	S.1 Access Control		S.1
S.32	Is the Cybersecurity Supply Chain Risk Management policy (C-SCRM) integrated into the contingency planning policy	Yes	https://us.sodexo.com/corporate-responsibility/responsible-supply-chain.html	Contingency Planning	Policies, Standards and Procedures	S.6 Contingency Planning		S.6

	and the related SCRM Strategy/Implementation Plan, policies, and SCRM Plan of the organization?							
S.46	Is Cybersecurity Supply Chain Risk Management (C-SCRM) included in the incident response policy, procedures, and related C-SCRM Strategy/Implementation Plans and Policies of the organization?	Yes	Yes. Appropriate contacts are maintained within our SOC, NC and CSIRT procedures depending upon the situation presented. Our Third-Party Risk Management programs would be the corollary to C-SCRM within IT & Cybersecurity.	Incident Response	Policies, Standards and Procedures	S.8 Incident Response		S.8
S.58	Do the organization's media protection policies and procedures cover supply chain concerns, such as media within the supply chain and throughout the software development life cycle (SDLC)?	Yes	Sodexo maintains a "buy vs. build" strategy for IT products and services for most functions. The IT & Cybersecurity TPRM program would work to ensure risks are reviewed with critical vendors to the best reasonable extent possible and would act as the corollary to C-SCRM.	Media Management	Media Protection and Security	S.10 Media Protection		S.10
S.62	Does the organization integrate C-SCRM when developing a security planning policy?	N/A	These are generally covered under our TPRM program.	Program Management	Policies, Standards and Procedures	S.12 Planning		S.12
S.82	Do the security policies and plans clearly define personnel responsibilities for supply chain security risk management activities?	N/A	These are generally covered under our TPRM program.	Personnel Security	Policies, Standards and Procedures	S.14 Personnel Security		S.14
S.103	Do the organization's system and communications protection policies and procedures address cybersecurity risks throughout the supply chain regarding the enterprise's processes, systems, and networks?	N/A	This is marked "N/A" as Sodexo does not consider itself a "developer of products and technology" as its core function, as defined by the National Initiative for Improving Cybersecurity in Supply Chains. However, our TPRM program utilizes a number of processes to identify risk by third-party SaaS solution providers. Additionally, Sodexo NorAm utilizes an Information Security Addendum in vendor contracts that addresses several key C-SCRM related topics to address security within the SaaS	Network Management	Policies, Standards and Procedures	S.18 System and Communications Protection		S.18

			provider's solution and supply chain.					
T.1	Is there and centrally managed Vulnerability Management Program and associated Policy that has been approved by management, communicated to appropriate constituents and an owner assigned to maintain and review the policy?	Yes	The Sodexo OSS NORAM Vulnerability Management program is a comprehensive program that is designed to protect assets in datacenter, cloud and endpoint environments that Sodexo owns and manages.	IT Services and Infrastructure	Policies, Standards, and Procedures			
T.2	Does the organization maintain policies, standards, and procedures for identifying and managing cyber supply chain risks (i.e., ensuring software and hardware components used as part of delivering a service or product do not present a risk)?	Yes	These are addressed by policy at the regional and global levels.	IT Services and Infrastructure	Supply Chain Management			
U.1	Are Servers used for transmitting, processing, or storing scoped data?	Yes	This is generally dependent upon what services are chosen by the customer to compliment the food and FM services we offer. In most cases, they will be third-party SaaS solutions such as Everyday.	IT Services and Infrastructure	Secure Architecture Design Standards			
U.1.1	Are server security standards reviewed and/or updated at least annually to account for any changes in environment, available security features and/or leading practices?	Yes	This is defined in our Global Information and Systems Security Policies and Principles (GISSP)	Configuration Standards	Secure Architecture Design Standards	U.1 Server Security Configuration Standards		U.1
U.1.2	Are all unnecessary/unused services uninstalled or disabled on all servers?	Yes	Unnecessary / unused services must be disabled per procedures and best practices.	Configuration Management	Secure Architecture Design Standards	U.1 Server Security Configuration Standards|V. 1 Service and Deployment Models		U.1
U.1.3	Are vendor default passwords removed, disabled, or changed prior to placing any device or system into production?	Yes	This is required by policy.	Identity and Access Management	Password Controls	H.1 Access Control Policy|U.1 Server Security Configuration Standards		H.1
U.1.4	Are all systems and applications patched regularly?	Yes	Sodexo OSS NORAM applies patches in accordance with company policies. For systems that cannot be fully patched, a risk	IT Services and Infrastructure	Patch Management	G.1 Change Management |G.2 Patch Management |U.1 Server Security		G.1

			analysis is conducted, and compensating controls are implemented to help mitigate risk.			Configuration Standards|U. 3 Server Patch Management Standards		
U.1.5	Are Windows servers used to process, store or used for scoped services?	Yes	Depending on the service(s) being provided, Windows servers may be utilized.	IT Services and Infrastructure	Secure Architecture Design Standards			
U.1.5.1	Is there an anti-malware policy or program that has been approved by management, communicated to appropriate constituents and an owner to maintain, and review the policy?	Yes	Sodexo maintains a comprehensive anti-malware program that complies with global company standards and policies.	IT Services and Infrastructure	Policies, Standards, and Procedures	T.1 Anti-Malware Protection|U. 1 Server Security Configuration Standards		T.1
U.1.6	Is Unix or Linux used to process, store or used for scoped services?	Yes	Depending on the service(s) being provided, Unix/Linux servers may be utilized.	IT Services and Infrastructure	Operating Security Systems	U.1 Server Security Configuration Standards		U.1
U.1.7	Are AS/400s used to process, store or used for scoped services?	No	Sodexo OSS NORAM does not utilize AS/400 systems.	IT Services and Infrastructure	Operating Security Systems	U.1 Server Security Configuration Standards		U.1
U.1.8	Are Mainframes used to process, store or used for scoped services?	No	Sodexo OSS NORAM does not utilize mainframe systems.	IT Services and Infrastructure	Operating Security Systems	U.1 Server Security Configuration Standards		U.1
U.1.9	Are Hypervisors used to manage systems used to transmit, process, or store Scoped data e.g., cloud hosting?	Yes	Sodexo OSS NORAM does leverage virtualization/hypervisor technologies as do some of our SaaS solution providers. Dependent upon the service(s) being provided, scoped data may be transmitted through a hypervisor.	Cloud Security	Hypervisor and Virtualization Security	U.1 Server Security Configuration Standards	7.5.1 General	U.1
V.1	Are Cloud Hosting services provided?	N/A	Sodexo does not provide Cloud Hosting services.	IT Services and Infrastructure	Cloud Management			
V.3	Does the Cloud Hosting Provider provide independent audit reports for their cloud hosting services e.g., Service Operational Control - SOC?	N/A	Sodexo does not provide Cloud Hosting services.	Audit and Accountability	Independent Audit and Certification Oversight			

Executive Overview: Program Mapping to NIST, HITRUST, HIPAA Standards and Regulations, Version 1

The below chart provides an executive overview and mapping of key components of our information security program to the above standards and regulations. Unless otherwise stated, the scope of questions and responses is defined as pertaining to Sodexo's Data Center Environment and corporate policies and standards.

Responses are subject to change at any time without prior notification, unless otherwise agreed to in writing. For additional details, please contact the NorAm IT & Cybersecurity Office at infosec.noram@sodexo.com

Question	Control In Place?	NIST SP 800-53, Revision 5		ISO/IEC 27001	HITRUST TPRM	HIPAA SEURITY RULE
		Control Identifier	Control (or Control Enhancement) Name			
Existence of a documented Information Security Program.	Yes	PM-2	Information Security Program Leadership Role	5.1, 5.3, A.6.1.1	00.a Information Security Management Program	§ 164.308(a)(7)(i)
Existence of Information Security policies, procedures, and directives.	Yes	PM-1	Information Security Program Plan		00.a Information Security Management Program	§§164.308(a)(1)(i), 164.308(a)(2), 164.308(a)(3), 164.308(a)(4), 164.314, 164.316
Review of policies at regular intervals.	Yes	PM-1*		5.1.2,	00.a Information Security Management Program	§§164.308(a)(1)(i), 164.308(a)(2), 164.308(a)(3), 164.308(a)(4), 164.314, 164.316
Communication of responsibilities for the protection of individual assets defined and communicated.	Yes	CM-9, CP-2, PS-7, PS-9, SA-3, SA-9, PM-2, PM-10		A.6.1.1	00.a Information Security Management Program	164.308(a)(2)
Duties and areas of responsibility separated, based on risk/criticality, in order to reduce opportunities for unauthorized modification or misuse of information, or services.	Yes	AC-5		A.6.1.2	01.a Access Control Policy, 01.b User Registration, 09.c Segregation of Duties	§§164.308(a)(1), 164.308(a)(1)(i), 164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(B), 164.314(a)(2)(i)(C), 164.308(a)(8), 164.308(a)(7)(ii)(E), 164.308(a)(8), 164.308(b), 164.314(b)(2)(iv), 164.316(a)
Law enforcement contact procedures documented.	Yes	IR6		A.6.1.3	05.f Contact with Authorities	164.308(a)(2)
Membership of IT & Cyber Security staff members with industry groups.	Yes	PM-15, SI-5		A.6.1.4	02.d Management Responsibilities	§§164.308(a)(6), 164.308(a)(7)(i), 164.308(a)(7)(ii)(C), 164.310, 164.316(b)(2)(iii)
Security Systems Development Lifecycle (SDLC) process is in place.	Yes	RA-3		A.6.1.5	05.c Allocation of Information Security Responsibilities	§§164.308(a)(1)(i)

Documented encryption policies are in place.	Yes	AC-17, AC-18, AC-19		A.6.2.1	01.i Policy on the Use of Network services, 01.j User Authentication for External Connections.	§§164.308(a)(1)(ii)(D) 164.308(a)(4)(i), 164.308(b)(1), 164.308(b)(3), 164.310(b), 164.312(a)(1), 164.312(b), 164.312(e), 164.312(e)(1), 164.312(e)(2)(ii).
Policies in place allowing teleworking.	Yes	AC-3, AC-17, PE-17		A.6.2.2	01.y Teleworking	§§164.308(a)(1)(ii)(D) 164.308(a)(4)(i), 164.308(b)(1), 164.308(b)(3), 164.310(b), 164.312(a)(1), 164.312(b), 164.312(e), 164.312(e)(1), 164.312(e)(2)(ii)
Policies and procedures are in place with Human Resources regarding background checks.	Yes	PS-3		A.7.1.1	02.b Screening	§§164.308(a)(1)(ii)(C), 164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.310(b), 164.310(c), 164.312(a), 164.312(e)
Employee Guide to Information Security is made available to all Sodexo management employees.	Yes	PS-6		A.7.1.2	02.c Terms and Conditions of Employment	§§164.308(a)(1)(ii)(C), 164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.310(b), 164.310(c), 164.312(a), 164.312(e)
Management responsibility to drive information security compliance within business lines.	Yes	PS-6, PS-7, SA-9		A.7.2.1	2.d Management Responsibilities	No Direct Mapping
A security awareness anti-phishing program is in place.	Yes	AT-2, AT-3, PM-13		A.7.2.2	02.e Information Security Awareness, Education and Training	§§164.308(a)(2), 164.308(a)(3)(i), 164.308(a)(5), 164.308(a)(5)(i), 164.308(a)(5)(ii)(A), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(5)(ii)(D), 164.530(b)(1)
Documented disciplinary process exists with HR for violations of information security policies.	Yes	PS-8		A.7.2.3	02.f Disciplinary Process	§§164.308(a)(1)(ii)(C), 164.308(a)(3)
And IT CMDB is in place.	Yes	CM-8		A.8.1.1	07.a Inventory of Assets	§§164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(D), 164.308(a)(3)(ii)(A), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(7)(ii) (E), 164.308(a)(8), 164.310(a)(1), 164.310(a)(2)(ii), 164.310(a)(2)(iii), 164.310(a)(2)(iv), 164.310(b), 164.310(c), 164.310(d), 164.310(d)(1), 164.310(d)(2), 164.310(d)(2)(iii), 164.312(b), 164.314(b)(2)(i)
Policies and procedures are in place for the return of retired assets.	Yes	PS-4, PS-5		A.8.1.4	01.e Review of User Access Rights	§§164.308(a)(1)(ii)(C), 164.308(a)(3)
A documented data classification system is in place.	Yes	RA-2		A.8.2.1	01.w Sensitive System Isolation	§164.308(a)(1)(i) 164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(B), 164.308(a)(1)(ii)(D), 164.308(a)(6), 164.308(a)(7)(ii)(D), 164.308(a)(7)(ii)(E), 164.308(a)(8)
Data Owners are responsible for assigning data classification and adherence to protection of sensitive data.	Yes	MP-3, PE-22		A.8.2.2	01.h Clear Desk and Clear Screen Policy	Security Awareness and Training 164.308(a)(5)
Data Classification Matrix is available for all employees.	Yes	MP-2*		A.8.2.3	09.q Information Handling Procedures	§§164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4),

						164.308(b)(1), 164.308(b)(2), 164.310(b), 164.310(c), 164.312(a), 164.312(e)(1), 164.312(e)(2)(i), 164.312(e)(2)(ii), 164.314(b)(2)(i)
Policies exist for the handling and disposal of removable media.	Yes	MP-2, MP-4, MP-5, MP-6, MP-7		A.8.3.1, A.8.3.2	08.l Secure Disposal or Re-Use of Equipment	§§164.308(a)(3)(ii), 164.308(a)(3)(ii)(A), 164.310(d)(1), 164.310(d)(2), 164.312(a)(1), 164.312(a)(2)(iv), 164.312(b)
Policies exist for the secure transport of removeable media.	Yes	MP-5		A.8.3.3	08.k Security of Equipment Off-Premises	§§164.308(a)(3)(i), 164.308(a)(3)(ii)(A), 164.310(d)(1), 164.310(d)(2), 164.312(a)(1), 164.312(a)(2)(iv), 164.312(b)
Documented access control policies and procedures are in place.	Yes	AC-1		A.9.1.1	01.a Access Control Policy	§ 164.308(a)(1)(i) § 164.308(a)(3)(i) § 164.308(a)(3)(ii)(A) § 164.308(a)(3)(ii)(B) § 164.308(a)(4)(i) § 164.308(a)(4)(ii)(B) § 164.308(a)(4)(ii)(C) § 164.308(a)(4)(ii)(A) § 164.310(a)(1) § 164.310(a)(2)(iii) § 164.312(a)(1) § 164.312(a)(2)(iii) § 164.312(a)(2)(ii) § 164.316(b)(1)(i) § 164.316(b)(2)(ii)
A dedicated access management function and provisioning system exists.	Yes	AC-2, AC-3, AC-6, CM-5		A.9.2.3	01.a Access Control Policy, 01.c Privilege Management, 01.e Review of User Access Rights	§§164.308(a)(1)(ii)(D) 164.308(a)(3), 164.308(a)(3)(ii)(A), 164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.308(a)(5)(ii)(B), n164.308(a)(5)(ii)(C), 164.308(a)(8), 164.310(a)(2)(iii), 164.310(b), 164.312(a)(1), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(a)(2)(iii), 164.312(b), 164.312(d), 164.312(e)(2)(i)
Processes exist to ensure user access rights are removed upon termination of employment or contract or adjusted upon change of role.	Yes	AC-2		A.9.2.6	02.i Removal of Access Rights	§§164.308(a)(1)(ii)(D) 164.308(a)(3), 164.308(a)(3)(ii)(A), 164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.308(a)(5)(ii)(B), n164.308(a)(5)(ii)(C), 164.308(a)(8), 164.310(a)(2)(iii), 164.310(b), 164.312(a)(1), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(a)(2)(iii), 164.312(b), 164.312(d), 164.312(e)(2)(i)
Multi-Factor Authentication is utilized on the corporate network.	Yes	IA-5		A.9.2.4	01.b User Registration	§§164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.308(a)(6)(i), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(a)(2)(iii),

						164.312(d)
Protection of secret authentication information (username/password) is addressed in the Sodexo Employee Guide to Information Security.	Yes	IA-5		A.9.3.1	01.b User Registration	§§164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.308(a)(6)(i), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(e)(2)(iii), 164.312(d).
User ID and password complexity requirements are defined by policy.	Yes	IA-5		A.9.4.3	01.b User Registration	§§164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.308(a)(6)(i), 164.312(a)(2)(i), 164.312(a)(2)(ii), 164.312(a)(2)(iii), 64.312(e)(2)(iii), 164.312(d).
Policies are in place that govern how data is secured during electronic transmission.	Yes	SC-13		A.10.1.1	06.f Regulation of Cryptographic Controls	No Direct Mapping
Disk encryption is utilized on corporate-issued laptops.	Yes	SC-12, AC-17		A.10.1.2		§§164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.310(b), 164.310(c), 164.312(a), 164.312(e)
Policies exist for the use of database encryption based on risk and criticality.	Yes	SC-17		A.10.1.2		No Direct Mapping
Certified Tier-3 data center is utilized for on-premises corporate applications and services.	Yes	PE-3*		A.11.1.1		Information Access Management 164.308(a)(4)
Data Center Environment has suitable entry control systems to ensure only authorized personnel have access.	Yes	PE-2, PE-3, PE-4		A.11.1.2		§§164.306(e), 164.308(a)(1)(ii)(B), 164.308(a)(1)(ii)(D), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(7)(i), 164.308(a)(7)(ii)(A), 164.310(a)(1), 164.310(a)(2)(i), 164.310(a)(2)(ii), 164.310(a)(2)(iii), 164.310(b), 164.310(c), 164.310(d)(1), 164.310(d)(2)(iii), 164.312(b), 164.314(b)(2)(i)
Physical protection measures to prevent natural disasters, malicious attacks or accidents are in place.	Yes	PE-13, PE-14, PE-15, PE-18, PE-19, PE-23		A.11.1.4		§§164.308(a)(1)(ii)(B), 164.308(a)(7)(i), 164.308(a)(7)(ii)(A), 164.308.(a)(7)(ii)(E), 164.310(a)(1), 164.310(a)(2)(i), 164.310(a)(2)(iii), 164.310(b), 164.310(c), 164.310(d)(1), 164.310(d)(2)(iii), 164.312(a)(2)(ii), 164.314(a)(1), 164.314(b)(2)(i)
Sodexo maintains a SOC2 for its Maximo Facilities Management application.	Yes	PE-1*, CA-4*				
UPS systems or backup generators are installed.	Yes	PE-11		A.11.2.2		§§164.308(a)(7)(i), 164.308.(a)(7)(ii)(E), 164.310(a)(2)(i), 164.312(a)(2)(ii), 164.314(a)(1), 164.314(b)(2)(i)
A Clean Desk policy is in place.	Yes	AC-11, MP-4		A.11.2.9		§ 164.310(a)(2)(iii)
Change Management functions are in place.	Yes	CM-3, CM-5, SA-10		A.12.1.2		§§164.308(a)(1)(ii)(D), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(8), 164.310(a)(1), 164.310(a)(2)(ii), 164.310(a)(2)(iii), 164.310(b), 164.310(c), 164.310(d)(1),

						164.310(d)(2)(iii), 164.312(b), 164.314(b)(2)(i), 164.312(e)(2)(i),
Segregation of IT environments, based on risk and criticality, are defined.	Yes	CM-4(1), CM-5*		A.12.1.4		§§164.308(a)(8), 164.308(a)(7)(i), 164.308(a)(7)(ii)
Protection from malware	Yes					
An anti-malware strategy is in place.	Yes	AT-2, SI-3		A.12.2.1		§§164.306(e), 164.308(a)(1)(ii)(D), 164.308(a)(5)(ii)(B),
Backups are maintained for critical applications.	Yes	CP-9		A.12.3.1		§§164.308(a)(7)(ii)(A), 164.308(a)(7)(ii)(B), 164.308(a)(7)(ii)(D), 164.310(a)(2)(i), 164.310(d)(2)(iv)
A Cybersecurity Operations Center is in place.	Yes					
System clocks within the Data Center Environment are synchronized.	Yes	AU-8		A.12.4.4		§§164.308(a)(1)(ii)(D) 164.308(a)(5)(ii)(C), 164.310(a)(2)(iv), 164.310(d)(2)(iii), 164.312(b).
Operating Systems within the Data Center Environment follow an OS hardening process.	Yes	CM-5, CM-7(5), CM-6		A.12.5.1		§§164.308(a)(3), 164.308(a)(4), 164.308(a)(8), 164.308(a)(7)(i), 164.308(a)(7)(ii), 164.310(a)(2)(iii), 164.310(b), 164.310(c), 164.312(a)(1), 164.312(a)(2)(i), 164.312(a)(2)(ii), 164.312(a)(2)(iv)
A vulnerability management program is in place.	Yes	RA-3, RA-5		A.12.6.1		§§164.308(a)(1)(i), 164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(B), 164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.308(a)(5)(ii)(A), 164.308(a)(6), 164.308(a)(6)(ii), 164.308(a)(7)(ii)(E), 164.308(a)(8), 164.310(a)(1), 164.310(a)(2)(iii), 164.312(a)(1), 164.312(c), 164.312(e), 164.314, 164.316, 164.316(a), 164.316(b)(2)(iii)
Desktop software restriction and exception processes are in place.	Yes	CM-11		A.12.6.2		§§164.308(a)(1)(ii)(D), 164.308(a)(3)(ii)(A), 164.308(a)(5)(ii)(C), 164.312(a)(2)(i), 164.312(b), 164.312(d), 164.312(e)
An IT audit function exists within Sodexo.	Yes	AU-5		A.12.7.1		164.312(b)
Industry standard security controls are utilized within Sodexo's Data Center Environment.	Yes	AC-3, AC-17, AC-18, AC-20		A.13.1.1		§§164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.308(a)(4)(ii)(B), 164.310(a)(1), 164.310(b), 164.310(c), 164.312(a), 164.312(a)(1), 164.312(b), 164.312(c), 164.312(e)
Policies, procedures, and technologies are in place for the secure electronic transfer of information.	Yes	SC-8		A.13.2.1		§§164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.308(a)(4)(ii)(B), 164.310(a)(1), 164.310(b), 164.310(c), 164.312(a), 164.312(a)(1), 164.312(b), 164.312(c), 164.312(e)
Contracts with external parties detail the requirements for securing business information in transfer.	Yes	SA-9		A.13.2.2		§§164.308(a)(1)(ii)(A) 164.308(a)(1)(ii)(D), 164.308(a)(3)(ii)(A), 164.308(a)(8), 164.310(d), 164.312(b)

Security policies cover the use of information transfer while using electronic messaging systems.	Yes	SC-8		A.13.2.3		§§164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.308(b)(1), 164.308(b)(2), 164.310(b), 164.310(c), 164.312(a), 164.312(e) 164.312(e)(1), 164.312(e)(2)(i), 164.312(e)(2)(ii), 164.314(b)(2)(i)
Sodexo utilizes NDAs with their partners.	Yes	PS-6		A.13.2.4		§§164.308(a)(1)(ii)(C), 164.308(a)(1)(ii)(D), 164.308(a)(3), 164.308(a)(4), 164.310(b), 164.310(c), 164.312(a), 164.312(e)
Standard security configurations are reviewed for equipment being installed into the DCE.	Yes	SA-4		A.14.1.1		§§164.308(a)(1)(i), 164.308(a)(1)(ii)(D)
Security requirements are incorporated into the Systems Development Lifecycle (SDLC).	Yes	SA-3, SA-15		A.14.2.1		§§164.308(a)(1)(i)
Formal IT change control processes are in place.	Yes	CM-3, SA-10		A.14.2.2		§§164.308(a)(1)(i), 164.308(a)(8), 164.308(a)(7)(i), 164.308(a)(7)(ii)
Externally facing applications deployed within the Data Center Environment are reviewed for security vulnerabilities prior to deployment.	Yes	SA-3*		A.14.2.6		§§164.306(a)(1)(i)
Policies are in place for the use of contract resources for IT activities.	Yes	SA-4, SA-10, SA-11, SA-15, SR-2, SR-4		A.14.2.7		§§164.308(a)(1)(i), 164.308(a)(1)(ii)(D)
Application development work includes security checks.	Yes	CA-2, SA-11		A.14.2.8		§§164.308(a)(1)(i), 164.308(a)(1)(ii)(A), 164.308(a)(7)(ii)(E), 164.308(a)(8), 164.310(a)(1), 164.312(a)(1), 164.316(b)(2)(iii)
Policies are in place to limit the usage of production data in testing environments.	Yes – where appropriate to the risk and criticality.	SA-15(9) *		A.14.3.1		No Direct Mapping
An Information Security Addendum is required to be in place for third-party SaaS services.	Yes	SR-1		A.15.1.1		§ 164.308(a)(1)(ii)(A)
Suppliers are contractually obligated to adhere to documented security requirements.	Yes	SR-3, SR-5		A.15.1.3		§ 164.308(a)(3)(ii)(B)
An Information Security Third-Party Risk Management (TPRM) is in place.	Yes	SA-9, SR-6		A.15.2.1		§ 164.308(a)(1)(i) § 164.308(a)(1)(ii)(B) § 164.308(b)(3) § 164.314(a)(1) § 164.316(a)
A documented Information Security Incident Response plan is in place?	Yes	IR-8		A.16.1.1		§§164.306(e), 164.308(a)(2), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(6), 164.308(a)(6)(i), 164.308(a)(6)(ii), 164.308(a)(7), 164.308(a)(7)(i), 164.308(a)(7)(ii)(A), 164.308(a)(7)(ii)(B), 164.308(a)(7)(ii)(C), 164.308(a)(7)(ii)(D), 164.308(a)(8), 164.310(a)(2)(i), 164.312(a)(2)(ii), 164.314(a)(2)(i)(C), 164.314(a)(2)(iii), 164.316(b)(2)(iii)
Processes are in place for timely reporting of security events.	Yes	IR-4		A.16.1.2		§§164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(6)(ii), 164.314(a)(2)(i)(C),

						164.314(a)(2)(iii)
Plans are in place to maintain security continuity in the event of a catastrophic event.	Yes	CP-2		A.17.1.1		§§164.306(e), 164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(B), 164.308(a)(2), 164.308(a)(3), 164.308(a)(4), 164.308(a)(4)(ii), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(6), 164.308(a)(6)(i), 164.308(a)(6)(ii), 164.308(a)(7), 164.308(a)(7)(i), 164.308(a)(7)(ii)(A), 164.308(a)(7)(ii)(B), 164.308(a)(7)(ii)(C), 164.308(a)(7)(ii)(D), 164.308(a)(7)(ii) (E), 164.308(a)(8), 164.308(b)(1), 164.310(a)(2)(i), 164.310(d)(2)(iv), 164.312(a)(2)(ii), 164.314, 164.314(a)(2)(i)(C), 164.314(b)(2)(i), 164.316, 164.316(b)(2)(iii)
Sufficient redundancy to meet organizational availability requirements is in place.	Yes	CP-2, CP-6, CP-7		A.17.2.1		§§164.306(e), 164.308(a)(1)(ii)(A), 164.308(a)(1)(ii)(B), 164.308(a)(2), 164.308(a)(3), 164.308(a)(4), 164.308(a)(4)(ii), 164.308(a)(5)(ii)(B), 164.308(a)(5)(ii)(C), 164.308(a)(6), 164.308(a)(6)(i), 164.308(a)(6)(ii), 164.308(a)(7), 164.308(a)(7)(i), 164.308(a)(7)(ii)(A), 164.308(a)(7)(ii)(B), 164.308(a)(7)(ii)(C), 164.308(a)(7)(ii)(D), 164.308(a)(7)(iii) (E), 164.308(a)(8), 164.308(b)(1), 164.310(a)(2)(i), 164.310(d)(2)(iv), 164.312(a)(2)(ii), 164.314, 164.314(a)(2)(i)(C), 164.314(b)(2)(i), 164.316, 164.316(b)(2)(iii)
A dedicated security and compliance office is in place, along with HIPAA privacy and security officers.	Yes			A.18.1.1		§§164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(a)(2)(iii), 164.312(d
Privacy and compliance policies are documented and made available to all employees.	Yes			A.18.1.4		§ 164.308(a)(1)(ii)(B) § 164.308(a)(3)(i) § 164.308(a)(3)(ii)(B) § 164.308(a)(5)(ii)(A) § 164.308(a)(4)(i) § 164.308(a)(7)(ii)(A) § 164.308(b)(2) § 164.308(b)(1) § 164.310(b) § 164.310(d)(2)(i) § 164.312(a)(2)(iv) § 164.312(c)(1) § 164.312(e)(2)(ii) § 164.314(b)(2)(iv) § 164.312(e)(1) § 164.312(e)(2)(i) § 164.314(b)(1) § 164.314(b)(2)(i) § 164.314(b)(2)(ii) § 164.314(b)(2) iii

The information security program and policies undergo periodic review.	Yes	CA-2(1), SA-11(3)		A.18.2.1		§ 164.308(a)(1)(i) § 164.308(a)(1)(ii)(B) § 164.308(a)(2) § 164.308(a)(8) § 164.316(a) § 164.316(b)(1)(i) § 164.316(b)(2)(ii) § 164.316(b)(2)(iii)
Area managers are responsible for monitoring and maintaining compliance within their business units.	Yes	All XX-1 controls, CA-2		A.18.2.2		§§164.308(a)(3)(ii)(B), 164.308(a)(3)(ii)(C), 164.308(a)(4)(i), 164.308(a)(4)(ii)(B), 164.308(a)(4)(ii) (C), 164.312(a)(2)(i), 164.312(a)(2)(ii), 64.312(a)(2)(iii), 164.312(d)

Customer Information Security Addendum

The below language can be added to Master Service Agreements (MSAs) between your company and Sodexo. It is included here to help drive transparency and aid in the contract process. Please feel free to copy and paste this language into your MSAs with Sodexo.

Customer Information Security Addendum

_____("Vendor") and Sodexo Operations, LLC, a Delaware company (hereinafter referred to as "Customer"), have entered into a [insert details of the Agreement including name of the agreement and date] (the "Agreement"). Through the Services provided under the Agreement, Vendor may have access to Confidential Information, the agreement for services being the "Agreement.

This Information Security Agreement ("ISA") describes the obligations of Vendor with regard to protection of data processed or accessed in performance of the Services and the minimum standards for Vendor's information security program. This ISA is effective upon signature ("Effective Date"). Capitalized terms in this ISA shall have the meanings set forth in the Agreement unless otherwise defined herein.

1. **Written Information Security Policies and Program.** Sodexo will maintain written Information Security Polices and program, will be reviewed at least annually, and will utilize appropriate industry standard frameworks such as ISO 27001 as the basis for its content. A copy of the program shall be made available to the Customer for review upon request, but no more than once annually.

2. **Limit on Confidential Information.** Sodexo agrees to limit the use of any Confidential information entrusted by the Customer to Sodexo for the purposes of fulfilling the scope of services being provided.

3. **Physical Security Measures.** Sodexo shall ensure that appropriate Tier -3 compliant physical security standards are in place for the data center colocation it may use to provide the services specified in this agreement.

4. **Physical Security of Media.** Where physical media may be in-scope for the services being provided, Sodexo will take reasonable steps to physically secure Confidential Customer Information at Sodexo corporate locations and data centers.

5. **Technical and Administrative Access Controls.** Sodexo shall maintain appropriate technical and administrative security measures to limit access to Confidential information to only authorized individuals based on the Principle of Least Privilege.

   a. Named administrative accounts residing on Sodexo's corporate Active Directory infrastructure will require the use of Multi-Factor Authentication (MFA.)
   b. Controls will be maintained to automatically deprovision Corporate Active Directory accounts in the event of termination or potential suspect activity.
   c. Appropriate policies will be maintained and published internally stating the proper use of systems. Policies will be reviewed at least on a regular periodic basis.
   d. Microsoft Windows workstations provisioned by Sodexo for use on its Corporate IT Infrastructure will have Operating System administrative access disabled by default.
   e. Password policies will align to industry standards for complexity and will have policies enforced on the corporate Active Directory infrastructure. In addition to MFA, Privileged Accounts will need to adhere to robust password policy requirements.
   f. Each named user account on the corporate Active Directory infrastructure will maintain a unique ID.
   g. A formal exception process will be maintained to review justification for any exceptions and will be limited to business need. If an exception must be granted, appropriate compensating controls will be introduced.

6. **Security Monitoring and Alerting.** Sodexo will maintain a Security Operations Center utilizing trained information security personnel to protect its corporate IT infrastructure. Incident response processes will be maintained to respond to incidents detected by the SOC. Any incidents that have been validated as impacting Customer Confidential Information will be reported within 72 hours to an email address provided by the Customer. Security incident logs will be maintained in alignment with regulatory and legal requirements.

7. **Malware and Ransomware Protection.** Sodexo will implement industry standard technical and administrative controls on its corporate servers and workstations to prevent malware and ransomware incidents. Administrative control of these controls will be centralized to prevent tampering with controls, and will be tied to the corporate SOC/SIEM. These controls may include:

   a. Endpoint Detection and Response (EDR.)
   b. Antivirus.
   c. Web proxy / content filtering.
   d. Disabling administrative access by default on workstations.
   e. Email anti-spam/anti-phishing.
   f. Email antimalware.
   g. Integrity Monitoring.
   h. Zero-Day Virtual Patching technologies.
   i. Host Intrusion Prevention.

8. **Network Security.** Sodexo shall maintain network security controls on its corporate IT infrastructure that are appropriate to the risk, as determined by its internal risk assessment policies and processes. These include enterprise-class firewalls, network intrusion prevention (IPS), malicious activity monitoring and content filtering. Critical environments will be tied to its central SIEM and monitored by its corporate SOC.

9. **Vulnerability and Patch Management.** Sodexo shall maintain a vulnerability management program that regularly assesses system vulnerabilities residing on its corporate infrastructure. Vulnerabilities will be categorized by severity and remediated based on Sodexo's policies and Information Security Program requirements. Where a vulnerability cannot be patched, appropriate compensating controls will be applied.

10. **Information Security Third-Party Risk Management (TPRM).** Sodexo will maintain a TPRM program that will assess the security posture of its third-party vendors that may provide IT-related services, such as Software-as-a-Service. Vendors that are deemed business critical will be reviewed at least annually and will be required to provide supporting documentation to demonstrate that appropriate security controls are in place and functioning as required.

11. **Trust Center Portal and Policy on Customer TPRM Questionnaires.** Sodexo is a Food and Facilities Management Services provider and does not consider itself a SaaS solution provider. In delivering these services, Customer may choose one or more third-party SaaS services from a number of providers Sodexo partners with to enhance their experience.

Because of the number of third-party providers Sodexo offers and the volume of requests received, Sodexo cannot respond to requests to complete risk assessment questionnaires. We will however provide Customer access to our Trust Portal located at https://sodexopartnerdocs.safebase.us upon request. This portal provides security assessment documentation for our most popular third-party SaaS providers, along with an up to date completed SIG LITE form for importing into your TPRM solution. Security concerns regarding any SaaS vendor Sodexo partners with can be addressed by requesting a meeting via your Sodexo Account Representative.
For the Everyday application, this is provided by our partner Dynamify. Additional information can also be found at https://trust.dynamify.com.

12. **Payment Card Industry (PCI) Compliance.** Sodexo does not store, transmit or process cardholder data defined as in-scope per PCI DSS standards on its corporate IT infrastructure. Compliance level is determined by its payment processor. For any Point-of-Sale (POS) systems installed, owned and managed end-to-end by Sodexo at Customer on-site locations, including a physically separate internet connection from any Customer IT infrastructure, Sodexo will comply with PCI Level 4 requirements and provide appropriate documentation to the customer upon request. Any third-party Vendor that will process

cardholder data as defined by the PCI – DSS will be required to validate and maintain PCI compliance. Sodexo will provide this information to the Customer upon request via its Trust Portal. Please see the "IT Exhibit for Client Agreements" section of this MSA for additional requirements that may apply to Customer's specific needs.

13. **Encryption.** Sodexo will utilize industry standard encryption and/or obfuscation technologies to protect Confidential data at rest and in transit on its corporate IT infrastructure appropriate to the risk. Should an exception be needed, an exception process will be followed, and reasonable compensating controls will be implemented.

14. **Physical Segmentation Policy at Customer Sites.** To protect the Customer and Sodexo, Sodexo requires that its equipment implemented on-site be physically separated from any Customer IT infrastructure. Examples include a physical internet point of connection provided by an internet services provider (ISP "drop") or a 4G / 5G cellular connection. Please see the "IT Exhibit for Client Agreements" section of this MSA for additional requirements that may apply to Customer's specific needs.

15. **Policy Regarding SOC2 Requests.** Sodexo, as a Food and Facilities Management Services provider, does not provide SaaS services that would normally be under the scope of a financial services regulator. Therefore, Sodexo does not conduct SOC2 assessments for applications residing on its corporate IT infrastructure. If made available by a third-party SaaS services partner, Sodexo will make available evidence of SOC2 compliance via its Trust Portal for the Customer. Sodexo will also provide SOC2 compliance evidence of its data center colocation provider upon request.

16. **Security Awareness Training.** Sodexo will conduct annual security awareness training for employees that have access to the corporate IT infrastructure. Compliance will be logged and reported. Awareness training policies and content will be reviewed regularly to ensure they are kept up to date.

17. **Backup and Recovery.** Sodexo will maintain a backup and recovery strategy for systems it deems critical to business functions and will test these functions at regular periodic intervals. Sodexo will maintain Service Level Agreements with Third-Party SaaS providers to minimize any disruption to services provided to Customers, based on risk and criticality of the service as determined by Sodexo's Operational Excellence program.

18. **Data destruction.** At Customer request, Sodexo will destroy or render unreadable any Customer Confidential Information that is deemed in scope by both Sodexo and Customer for this agreement. Sodexo will provide an email notification to an address Customer identifies stating that in-scope data has been destroyed within 10 business days of the request.

19. **Intrusion Detection/Prevention and Malware –** appropriate security measures and procedures (i) to ensure that Customer Data, assets and /or Systems being used to provide Services is protected against the risk of intrusion and the effects of viruses, trojan horses, worms, and other forms of malware, and (ii) to monitor each and every instance of access to Vendor's assets and Systems and to Customer Data to detect the same, and to promptly respond to the same. The Vendor shall immediately notify Customer of any actual or attempted instances of unauthorized access to the Customer Data and/or such assets and Systems. All incidents need to be tracked and logged with proper root cause analysis done. The incident tracker should be maintained, along with corresponding evidence, for at least a three-year period.

20. **Termination.** The customer reserves the right to terminate this agreement if it believes that any provision of this Information Security Addendum has been violated.

21. **Conflicts in Agreement Language.** If any language in this agreement conflicts with this Information Security Addendum, the Information Security Addendum language will take precedent.

Version	Created By:	Date	Notes
1.0	Chris Squier	01/04/2018	Initial Creation
1.1	Chris Squier	01/02/2019	Minor updates
1.2	Chris Squier	02/10/2020	Minor policy updates, updated organizational structure.
1.3	Chris Squier	04/22/2021	Review and annual updates.
1.4	Chris Squier	09/02/2022	Annual review, updates, and formatting
1.5	Charles Nwachukwu, Stephanie Defeugaing, Chris Squier	8/27/2023	Annual review, updates, and formatting
1.6	Chris Squier, Stephanie Defeugaing, Charles Nwachukwu	10/28/24	Annual review, updates, and formatting. Addition of section on how IT is utilized at Sodexo and Entegra. Addition of Sodexo North America's customer-facing Information Security Addendum (ISA).

37

Exceptions

Section F 13.10.J – Invoicing to Participating Entities should include the following:, pg.47

» Reason for request on exception - When invoicing, units will not receive all of the requested detail at time of delivery on the bill of lading/invoice, but will get it when the electronic invoice is sent.

Section D. New Jersey Business Compliance

» **Attachment 2 Non-Collusion Affidavit, pg.18**

- Reason for request on exception - We are unable to complete the form as we do not know what county in New Jersey the awarded agency would be in.

Once adopted, this form will be completed with the corresponding county. The work is being performed.

» **Master Cooperative Purchasing Agreement – 6 Indemnification, pg.84**

- Reason for exception request – Requesting mutual indemnification with the below language - Section 6 of the Master Agreement shall be modified to read as follows:

6. INDEMNIFICATION. Supplier shall hold the CoreTrust harmless from, and indemnify CoreTrust against, any and all claims, demands, and actions based upon or arising out of any activities the Supplier and its employees and agents may perform under this Master Agreement and any related contracts or orders thereunder. Supplier shall defend any and all actions brought against CoreTrust based upon any such claims or demands.



CoreTrust hereby agrees to indemnify, defend and hold harmless Supplier from and against that portion of any and all claims, demands, actions, losses, expenses, damages, liabilities, penalties, cost and judgments arising out of or related to: 1. CoreTrust's acts or omissions or the acts or omissions of its employees or representatives, 2. CoreTrust's breach of the Master Agreement and/or failure to perform its obligations under the Master Agreement, particularly with respect to paying, 3. CoreTrust's alleged infringement of any intellectual property rights by CoreTrust's unauthorized use of the services that Entegra provides to it or any Client data; and 4. any liability or assessment related to sales or other taxes.

Other than where arising from a breach of confidentiality obligations, gross negligence and/or willful misconduct, in no event shall either party be liable to the other for any indirect, special, incidental, punitive or consequential damages, including, but, not limited to, loss of profits, loss of business or other loss arising out of or resulting from the Master Agreement, even if either Party has been advised of the possibility of such damages.

- **Attachment A – Terms and Conditions – 6. Indemnification; Limitation of Liability, pg. 93**
  - Changes in Red
- Reason for exception request – Requesting mutual indemnification with the below language - **6. INDEMNIFICATION; LIMITATION OF LIABILITY**

A. INDEMNIFICATION. Supplier shall hold CoreTrust harmless from, and indemnify CoreTrust against, any and all claims, demands, and actions based upon or arising out of any activities the Supplier and its employees and agents may perform under this Admin Agreement and any related contracts or orders thereunder. Supplier shall defend any and all actions brought against CoreTrust based upon any such claims or demands. **CoreTrust shall hold Supplier harmless from, and indemnify Supplier against, any and all claims, demands, and actions based upon or arising out of any breach of its obligations under this Admin Agreement and any related contracts or orders thereunder.**



B. DISCLAIMER. With respect to any purchases by any Participating Agency, CoreTrust shall not be: (i) construed as a dealer, re-marketer, representative, partner, or agent of any type of Supplier or any Participating Agency; (ii) obligated by, liable for, or in any way responsible for the Products & Services or any order of Products & Services made by any Participating Agency or any employee thereof or for any payment required to be made with respect to such order for Products & Services; and / or (iii) obligated by, liable for, or in any way responsible for any failure by any Participating Agency to comply with procedures or requirements of applicable law or to obtain the due authorization and approval necessary to purchase Products & Services. CoreTrust makes no representation or guaranty with respect to any minimum purchases by any Participating Agency, whether individually or collectively, or any employee thereof under this Admin Agreement. **CORETRUST EXPRESSLY DISCLAIMS ALL EXPRESS AND IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING CORETRUST'S PERFORMANCE AS A CONTRACT ADMINISTRATOR.**

» **NEITHER PARTY** SHALL BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF **PREVIOUSLY** ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. The terms of this Section 5 shall survive the termination of this Admin Agreement.

Section F 13.12 – Third Party Audits, pg.48-49

» Reason for exception – Third party Language needs to reflect that the party requesting the audit is responsible for the charges. Would our price audit of Sysco fulfill this requirement?

» **Attachment A – Terms and Conditions – 3.a – Administrative Fees, pg.92**

- Entegra shall pay each Incentive payable in conformity with this section not later than ninety (90) days after the close of each Calendar Quarter in which Entegra received the Allowances and all related substantiating reports.

» **Attachment A – Terms and Conditions – 3.b - Reporting, pg.92**

- Language should reflect payable time frame as it relates to 3.a Administrative Fees.



13.10.a pg.46 – Request for exception. 24/7 support is not available, but is offered during normal business hours with extended hours offered by our distribution partner Sysco as noted in the attached Centralized Customer Care pdf.

13.10.d pg. 46 – Request for exception. What is the definition of Urgent? Response time available during regular business hours except holidays.

18.a.2 pg. 55 – Request for exception. If a product is discontinued or a service offering is retired during the term of the resulting contract, we will be able to provide an equivalent or better product or service, but cannot guarantee we can offer at the same or lower net price.

18.d.1.2.3 pg. 56– Request for exception. We advise as best as possible in a timely manner to our customers when a product or service is discontinued. However, we may not receive prior notice or reason why a product or service is discontinued.

19.a pg. 57 – Monthly Update Submission – Request for exception – We are unable to fulfill the monthly update submission as written, particularly including documentation and justification for any price changes or product/ service updates.

23.b pg. 61 – Request for exception – We are unable to commit to maintaining 95% of our proposed catalog for the full term of the contract. We do not have control on stocking changes occurring with our distribution partner that may result in falling below the 95% threshold.

Section O – Main Bid Sheet – Request for Exception

In certain circumstances, an individual location within the awarded agency may be unable to utilize the supplier's designated prime distribution partner. In such instances, the location may procure products through an approved regional distributor that is capable of meeting its ordering, delivery, and service requirements.

For Entegra-contracted items stocked by the approved regional distributor, pricing will reflect a markup of no more than 25%. Additionally, Entegra maintains the capability to collaborate directly with the regional distributor on behalf of the individual location to establish a comprehensive markup schedule aligned with that location's anticipated purchasing volume. This approach ensures pricing continuity, transparency, and alignment with the agency's operational and budgetary needs.





Entegra

915 Meeting Street, Suite 1400
North Bethesda, MD 20852
1-866-ENTEGRA
info.USA@entegraPS.com
www.entegraPS.com

Sysco Food Safety System Overview

PROCESS FLOW OF DISTRIBUTION SUPPLY CHAIN

Receiving -> Put Away -> Storage -> Selection -> Loading -> Delivery -> Returns

HAZARD ANALYSIS AND FOOD SAFETY PREVENTIVE CONTROLS PLAN

Sysco Operating Sites have documented Hazard Analysis. The hazards include Biological, Chemical (includes Allergens and Radiological), Physical Hazards and acts of Intentional Adulteration that may be of a food safety risk to various product groupings.

A comprehensive risk-based Food Safety Preventive Controls plan based on Hazard Analysis Critical Control Point (HACCP) principles has been developed for product groupings where the likelihood and severity of each hazard is significant. The Food Safety Preventive Controls Plan is reviewed by the Global Support Center and Local Food Safety Teams annually or as needed.

There are two Critical Control Points: RECEIVING and STORAGE

PREREQUISITE PROGRAMS

Sysco Operating Sites have Prerequisite Programs in place that include Preventive Maintenance, Cross Contamination, Cross Contact (allergen), Non-Conforming Product, Pest Control, Sanitation, Temperature Control and Monitoring, Good Manufacturing Practices, Training, Recalls and Customer Complaints.

PREVENTIVE MAINTENANCE

A Preventive Maintenance Program is in place at each Operating Sites. The Preventive Maintenance Program covers the maintenance and repair of the facility, equipment and transportation vehicles and trailers.

CROSS CONTAMINATION CONTROL

Sysco Operating Sites have written Cross Contamination requirements and procedures in place. These requirements and procedures define the control steps associates must follow to minimize the risk of cross contamination from Biological, Chemical (non-allergenic) and Physical contaminants to food products.

CROSS CONTACT (ALLERGEN) CONTROL

Sysco Operating Sites have written Cross Contact (Allergen) requirements and procedures in place. These procedures and requirements define control steps associates must follow to minimize the risk of allergen contamination to food products.

NON-CONFORMING PRODUCT

Sysco Operating Sites have requirements and procedures in place to address the handling of non-conforming, damaged, wasted and returned products.

PEST CONTROL

Sysco Operating Sites have a Pest Control Program in place. The Program defines the requirements for Integrated Pest Management (IPM) strategies to prevent contamination by insect/rodent infestation and/or harborage at the Operating Sites.

Third Party Licensed Pest Control Operators are contracted at each facility as part of the IPM program. Only approved pesticides for food facilities are utilized in designated areas.

CONFIDENTIAL

Sysco Food Safety System Overview

SANITATION CONTROLS

Sysco Operating Sites have written Sanitation Standard Operating Procedures and requirements in place for Facility and Vehicle Sanitation.

These written Sanitation Standard Operating Procedures and requirements define the ongoing responsibilities of Sysco's associates to ensure the Operating Sites are clean, sanitary and in good repair.

TEMPERATURE CONTROL AND MONITORING

Sysco's Food Safety System includes an Integrated Cold Chain Monitoring System that evaluates ambient air and/or direct product temperatures during Inbound Receiving, Storage and Outbound Delivery activities. From receipt to storage to delivery, temperatures are monitored to ensure Food Safety.

The HACCP Plans define specific monitoring requirements that must be followed and documented during Receiving. Sysco Branded refrigerated raw ground beef, raw chicken, fresh seafood and fresh produce are required to have a Time Temperature Recorder (TTR) with each inbound shipment. Radio Frequency (RF) enabled TTRs are used to automate the temperature data downloads and generate email notifications to better ensure this important information is gathered and reviewed by Operating Sites associates.

Refrigerated HACCP storage areas and loading docks are continuously monitored 24 hours a day/7 day a week. Automated email and cellular notifications occur when storage area air temperatures deviate from Warning and Critical alert limits. Storage temperature data is reviewed daily by a qualified individual and verified weekly by a HACCP certified colleague.

Trailers for delivery are pre-cooled prior to loading and temperatures are continuously monitored by the driver throughout the delivery process. A select number of delivery vehicles are equipped with real-time temperature monitoring equipment that provides notifications of temperature deviations in real-time.

GOOD MANUFACTURING PRACTICES

Written Good Manufacturing Practices (GMP) requirements are implemented at each Operating Sites. These written GMP requirements address associate cleanliness/hygiene, hand washing, food and beverage consumption, tobacco usage, cuts, illness reporting and proper food handling.

TRAINING

All Operating Site personnel, including temporary personnel and contractors, are properly trained on all Food Safety procedures and requirements prior to beginning work.

PRODUCT RECALL PROGRAM

Sysco Operating Sites have a Product Recall Program in place to ensure recalled products are removed from the market-place in a timely manner. The Program defines the required activities for inventory management, customer communication, product recovery and cost recovery.

The Recall/Traceability system's effectiveness is tested routinely through regular Recalls and Mock Recalls.

CUSTOMER COMPLAINTS

Sysco Operating Sites have procedures in place to address customer complaints that are Food Safety related.

CONFIDENTIAL

Sysco Food Safety System Overview

SECURITY VULNERABILITY ASSESSMENT AND FOOD DEFENSE

Sysco Operating Sites are registered as required by the Public Health Security and Bioterrorism Preparedness Act of 2002. Sysco Operating Sites have obtained their registration numbers as required by the U.S. Food and Drug Administration (FDA) as part of the Food Safety Modernization Act (FSMA).

A Vulnerability Assessment is performed annually using the Food Defense Plan Builder on the FDA website at FDA Food Defense Plan Builder. Each Operating Site has a site-specific Food Defense Plan which includes mitigation strategies for intentional adulteration. It is developed in conjunction with applicable Regulatory requirements.

The following are some examples of security measures that Sysco utilizes. The security measures may vary from site to site.

- Alarm System
- Associate Background Checks
- Associate Access Badges
- Guard Building
- Secured Lots
- Gated Entrances
- Visitor Program
- Trailer Locks & Seals

FOOD SAFETY MODERNIZATION ACT

Sysco Operating Sites have a Food Safety System in place that complies with all the rules defined in the Food Safety Modernization Act (FSMA). Each Operating Site has a Preventive Control Qualified Individual (PCQI) responsible for direct oversight of the Food Safety System.

A reanalysis of the Food Safety System is performed annually or more frequently as needed.

GFSI RECOGNIZED STANDARD CERTIFICATION

Sysco sites are audited utilizing the BRCGS's Global Standard for Storage and Distribution. Each site is re-audited/recertified on a yearly basis by Merieux NutriScience Certification LLC – certification body. This Food Safety certification program was implemented in 2015. The certificates are available at each site.

DOCUMENTS AND RECORDS

Under subpart G of Title 21 of the Code of Federal Regulation Part 117 – Current Good Manufacturing Practice, Hazard Analysis and Risk-based Preventive Controls for Human Food, food distributors are neither receiving facilities that are required to establish a supply-chain program nor suppliers, because such entities are not manufacturers/processors.

Due to the proprietary nature of the Sysco Food Safety System; documents and records are available for review onsite only at Sysco Operating Sites. Documents and Records are not available for distribution.

CONFIDENTIAL

Responsiveness Review – Entegra

Please review the following documents needing to be cured. Attach revisions with your response, and use the Bidder Response column to sign-off on completed revisions.

Thank you,

Item	Documents	References	Deficiencies Noted	Bidder Response/Sign-Off
1	Insurance Documentation	Appendix A, Section B, Lead Agency Requirements - Terms and Conditions AND reference to any other additional requirements proposed (e.g. Cyber, Technology Error & Omissions, etc. noted in Section F, 20.5)	Not present	Insurance documentation attached.
2	New Jersey Business Compliance - Attachment 2 - Non-Collusion Affidavit	Appendix A, Section D, New Jersey Business Compliance	Not present; Regarding county for notarization: Always write the location where the notarization actually takes place.	This was noted as an exception on pg. 77 of the companion document. Once adopted, this form will be completed with the corresponding county that the work is being performed.

Section N – Technical Proposal Clarifications – Entegra

Please review and respond to the following clarification questions and comments posed during the evaluation process. Please use the response column and return this document. If additional information is needed to supplement and support your response, please attach in a separate, searchable WORD or PDF document.

Thank you.

Item	Evaluation Clarification	Bidder Response
1	Evaluation team requests a copy of the sanitization standard operating procedures. [Bidder Capacity and Capability]	Sysco maintains fully documented Sanitation Standard Operating Procedures (SSOPs) as part of its FDA aligned Food Safety System; however, these SOPs are confidential and not shared externally. The attached Sysco Food Safety System Overview provides a detailed summary of their sanitation program, including written sanitation requirements, facility and vehicle cleaning standards, preventive controls, GMPs, temperature monitoring, cross contamination controls, pest management, and regulatory compliance. All sanitation procedures are implemented, monitored, and reviewed regularly at each Sysco operating site.
2	Evaluation team seeks clarity to the statement, "Sysco conducts routine internal audits of its facilities through self-inspections and scheduled and unscheduled reviews" with respect to the technical question "How often do you self-audit?" Please provide more detail about the frequency of self-audits (e.g. monthly, etc). [Bidder Capacity and Capability]	Sysco conducts multiple types of internal self audits at its operating sites, each with different scopes and frequencies. Sysco performs an annual Internal Food Safety Audit, which is a comprehensive review of all food safety programs at each site. In addition, Sysco facilities conduct monthly facility inspections related to sanitation and seafood specific requirements, along with other ongoing self inspection activities that vary by site and program need. These internal reviews support Sysco's documented Hazard Analysis, Preventive Controls, Sanitation Procedures, GMPs, and other food safety programs
3	Evaluation team has the following questions regarding Entegra's EPRO as well as ordering/payments in general:	- Every CoreTrust delivery will have a corresponding invoice number assigned to it that will include an itemized detail of all items contained in the order. Invoices can be paid through our online payment portal,

	- Please provide clarity regarding how government entities with Purchase Orders with Entegra (the contract holder) would pay or reconcile shipments and orders through the distributor or supplier level. Would there be an invoice number associated to this resulting contract? - Please provide more detail about how the EPRO system works for the end user. - If Participating Entities request a demo of EPRO prior to adopting the resulting Contract, how would you do demos? - How can users track deliveries and returns in real-time? - While EPRO does not accept or process incoming payments, Entegra's response indicates that orders and p-cards can be used at the supplier level. Would EFT also be accepted at that level as well? [Ordering & E-Commerce Capabilities]	Sysco Pay, via ACH. Customers can view and download invoices from the portal. - EPRO powered by Entegra is a standard e-procurement system that allows end users to at minimum centralize their purchasing, gain insight and control over their purchasing via electronic approvals. End users simply go to EPRO to place all their orders. They can reconcile their orders, receive their orders and if AP integration is chosen, directly interface with the AP system of choice for Invoice processing. Basic features included in the Basic, Tier 1 offerings are: • Core Supplier Integrations • Catalog Management • Multiple ordering methods (Punchout, Order Guides, Requisition forms) • Configurable approval hierarchy • Receiving • Declining Checkbook • Reporting • Basic Inventory Valuation • Three-Way Matching of Invoice. - In general, demos are done virtually, and can be done in a variety of ways: first, if based on individual request, anyone can request a demo by completing a demo request form. Secondly, if there are a number of Entities that are interested at once, we can host a webinar for said entities. Lastly, we can hold demos on a set schedule- for example, every month at a certain day and time that Entities can register for. If the question is for those who want to opt in to EPRO as part of the Entegra relationship, we have a detailed project implementation plan- that would include a demos, that will be managed by our Entegra

		EPRO team. The entire process of implementation takes a minimum of 6 weeks and is best achieved when there is active participation by all parties in an effort to ensure smooth and accurate implementation. - Customer locations can track deliveries through our online tracking function, within Sysco Shop. This will provide real time updates for deliveries throughout the day. -While EPRO does not accept or process incoming payments, many of Entegra's contracted supplier partners support EFT as a payment method. However, EFT capabilities may vary by supplier, and not all suppliers are able to accept every type of EFT transaction.
4	The evaluation team would like to give Entegra an opportunity to clarify and provide more detail for their marketing plan in accordance with *Appendix B, Section F. 14*. [Marketing Plan]	Upon award, Entegra will launch an immediate onboarding and awareness, move quickly into education and tool adoption, reinforce value through quarterly savings and supplier campaigns, and then scale through events, thought leadership, and continuous optimization. **GTM Strategy Pillars** • **Launch & Onboard:** Immediate post-win communications and enablement • **Educate & Activate:** Monthly training, tools, and content • **Sustain & Grow:** Quarterly value messaging, savings stories, and supplier spotlights • **Integrate with Brand Ecosystem:** Leverage existing Coretrust internal media channels (Intranet/Website/Microsite, brand newsletters, conventions) **Primary Audiences** • Locations (core) • Internal brand stakeholders

		• Supplier partners (select co-branded campaigns) **Core Channels** • Email • Internal media: Intranet/Website/Microsite ads and banners • Brand newsletters and insertions • Webinars and live training • Conferences and sponsored events **Sample Timeline & Marketing Action Plan** **Phase 1: Win Announcement & Launch (Month 0–1)** **Goals:** Awareness, credibility, and fast activation **Key Actions** • Launch **welcome/onboarding email sequence** introducing Entegra value, digital tools, and next steps Announce partnership through **brand newsletters and internal stakeholder communications** • Deploy Intranet/Website/Microsite ads and banners driving traffic • Publish Entegra **vendor directory** updates on Internal Media **Deliverables** • Welcome email + CTA (“Join Entegra”) • Updated intranet preferred vendor partners • Initial brand credibility messaging **Phase 2: Education & Early Engagement (Months 1–3)** **Goals:** Drive adoption of tools and programs **Key Actions** • Monthly Digital and Data Tools **Entegra PurchasingIQ and Entegra Shopping Assistant (ESA)** training sessions • Training invitation emails and landing page updates

		• Educational content:
		  ○ Digital procurement tips
		  ○ Contract utilization
		  ○ Dashboard navigation and savings optimizer
		• Initial **supplier spotlights** aligned to seasonality
		Deliverables
		• Training calendar & registration links
		• "Quick win" educational emails
		• First supplier spotlight campaign

		Phase 3: Value Reinforcement & Growth (Months 3–9)
		Goals: Sustain engagement and demonstrate ROI
		Key Actions
		• Quarterly **PPU / Inflation / Cost Outlook reports and announcements**
		• Monthly **supplier spotlight campaigns** (national + L&D)
		• Co-branded campaigns focused on:
		  ○ Savings stories
		  ○ Sustainability initiatives
		  ○ Digital adoption
		• Newsletter insertions
		Deliverables
		• Quarterly value reports
		• Monthly spotlight content
		• Segment-specific messaging

		Phase 4: Thought Leadership & Events (Throughout FY) **Goals:** Position Entegra as a strategic partner

		Key Actions • Sponsored **webinars** and Cost Outlook events • Educational webinar invitations embedded in franchisee emails • Presence at **Coretrust Convention and in-kind Coretrust will attend Entegra Connect27** with booth, sponsored sessions, and meeting CTAs • Post-event follow-up campaigns driving enrollments and tool usage **Deliverables** • Webinar campaigns • Convention marketing kit • Post-event nurture emails
		Phase 5: Optimization & Continuous Improvement (Ongoing) **Goals:** Improve performance and deepen penetration **Key Actions** • Analyze email engagement, training attendance, and tool adoption • Refresh creative, messaging, and CTAs quarterly • Expand into additional co-branded supplier campaigns based on performance

Section O – Cost Proposal Clarifications – Entegra

1. Confirm the evaluation team's understanding that the markup % is not to exceed for <$7.5M in annual purchases per location and >$7.5M in annual purchases per location.

ENTEGRA RESPONSE:

- For annual purchases per location <$7.5M, the markup % is not to exceed 11.60%
- For annual purchases per location >$7.5M, the markup % is not to exceed 9.22%
- In circumstances where a location is unable to utilize the supplier's designated prime distributor, and where Entegra contracted items are stocked by an approved regional distributor, such items shall be subject to a markup not to exceed -twenty-five percent (25%). Under this exception, the <$7.5M and >$7.5M spend thresholds shall not apply. The approved regional distributor shall retain sole discretion to establish- alternative spend thresholds and corresponding markup percentages for such transactions.

2. Confirm the evaluation team's understanding that, under the K-12 section, the 4% program fee applies to manufacturer-funded rebate eligible purchases. If that's accurate, please detail how that works. Define eligible purchases. How does the entity receive the rebate? Is the assessed quarterly methodology based on date of purchase or date of entity-Entegra's contract relationship? Please show a real-world, illustrative example.

ENTEGRA RESPONSE:

Entegra confirms the evaluation team's understanding that, under the K12 program structure, the 4% program fee applies exclusively to manufacturer funded rebate–eligible purchases. The fee is assessed only on transactions that qualify for manufacturer rebates as defined below.

Eligible Purchases

Eligible purchases include products that:

1. Are included on an Entegra contracted manufacturer agreement; and are not guaranteed invoice price items (e.g. Ecolab and Coke)
2. Are designated by the manufacturer as rebate eligible; and
3. Are purchased through an approved and reported distribution channel that provides the necessary line item detail for rebate validation.

   Products not designated as rebate eligible by the manufacturer, or items purchased outside approved reporting channels, are not subject to the 4% program fee.

Rebate Process

Manufacturer rebates are paid by the manufacturer directly to Entegra based on validated purchase activity. Entegra then remits rebate funds to the participating entity in accordance with the program's distribution schedule. Rebate payments are issued up to 120 days after the close of the previous quarter.

Methodology for Quarterly Assessment

The quarterly calculation is based on the date of purchase as reported by the distributor—not on the date the entity enrolls with Entegra. Purchases made after the effective date of the entity–Entegra relationship are included in quarterly reporting as soon as they are received from the approved distributor(s).

Illustrative Example:

- **School District A** enrolls with Entegra effective August 1.
- **In Q3**, the district purchases the following manufacturer rebate eligible items through an approved distributor:
  - $50,000 in contracted manufacturer products
  - These products are confirmed as rebate eligible by the manufacturer

- **Manufacturer rebate rate:** 10% (rate provided solely for illustrative purposes and does not represent an actual or guaranteed rebate percentage)
    - Total manufacturer rebate earned: $5,000
- **Program fee:** 4% applied only to the rebate eligible purchases
    - Program fee: $50,000 × 4% = $2,000
- **Rebate and Fee distribution:**
- **Manufacturer Rebate ($5,000):** Entegra shall remit to the Customer one hundred percent (100%) of all earned manufacturer rebates ("Allowances") attributable to the Customer's rebate eligible purchases. Payments shall be issued on a calendar quarterly basis, no later than one hundred twenty (120) days following the close of the quarter in which such Allowances were earned and received by Entegra.
- **Program Fee ($2,000):** The Customer shall remit to Entegra a program fee equal to four percent (4%) of all contracted rebate eligible purchases. The program fee shall be due and payable within thirty (30) days of the Customer's receipt of the corresponding quarterly rebate payment from Entegra.

Purchases made prior to August 1 are not included, as the calculation is based strictly on purchases made after the entity's program start date and reported within the quarter.

3. What happens if the purchasing entity changes >$7.5M and <$7.5M categories?

ENTEGRA RESPONSE:

We review each individual location's total purchases over a rolling 12 month period. Based on that review, locations may be moved into the appropriate purchasing tier.

4. When Entegra says "per location," do you mean on a per Participating Entity basis? Or each individual location within the Participating Entity?

ENTEGRA RESPONSE:

“Per Location” refers to each individual operating site/location within the Participating Entity.

Illustrative Example:

Awarded Agency (Participating Entity) – City of Entegra – Stated total spend $28M with 5 locations

- Location A – Entegra Elementary
    - Total Spend: $3M
    - Applicable Markup: 11.60%
    - Rebate Incentive: 100%
    - Program Fee Paid to Entegra: 4%

- Location B – Entegra Middle School
    - Total Spend: $4M
    - Applicable Markup: 11.60%
    - Rebate Incentive: 100%
    - Program Fee Paid to Entegra: 4%

- Location C – Entegra High School
    - Total Spend: $4.5M
    - Applicable Markup: 11.60%
    - Rebate Incentive: 100%

    - Program Fee Paid to Entegra: 4%

- Location D – Entegra College
    - Total Spend: $7M
    - Applicable Markup: 11.60%
    - Rebate Incentive: 25% shared manufacturer rebates

- Location E – Entegra Prison
    - Total Spend: $12M
    - Applicable Markup: 9.22%
    - Rebate Incentive: 50% shared manufacturer rebates

Bidder Name and d/b/a:	Entegra Procurement Services, LLC. 18-5546207
Bidder FEIN:	45-0486437

Item #	Topic	Requirement/Reference	Check as Completed	Word, PDF or Excel Format
1	Company History and Summary	Appendix B, Section F, 13.14; WORD or PDF Format	Working/Drafts	PDF
2	Section N - Technical Proposal Workbook	This workbook, Technical Proposal tab; Appendix B, Section G, 5B. Evaluation Criteria, 6. Technical Proposal	Working/live doc	Excel
2.5	Section N - Technical Proposal Workbook	Supporting documentation for Section N - Technical Proposal Workbook, searchable PDF format	Yes	PDF
3	Section O - Cost Proposal Workbook	Appendix B, Section F, 13.15 **AND** Appendix B, Section G, 5B. Evaluation Criteria 7. Cost Proposal	Working, with MB team	Excel
4	Federal Contract Terms and Conditions	Appendix A, Section C - Federal Contract Terms and Conditions	Complete	PDF
5	New Jersey Business Compliance - Attachment 1 - Ownership Disclosure Form	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
6	New Jersey Business Compliance - Attachment 2 - Non-Collusion Affidavit	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
7	New Jersey Business Compliance - Attachment 3 - Affirmative Action Affidavit	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
8	New Jersey Business Compliance - Attachment 4 - Political Contributin Disclosure Form	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
9	New Jersey Business Compliance - Attachment 5 - Stockholder Disclosure Certification	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
10	New Jersey Business Compliance - Attachment 6 - Certification of Non-Involvement in Prohibited Activities in Iran	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
11	New Jersey Business Compliance - Attachment 7 - New Jersey Business Registration Certificate	Appendix A, Section D, New Jersey Business Compliance	Complete	PDF
12	New Jersey Business Compliance - Attachment 8 - Certification of Non-Involvement in Prohibited Activities in Russia or Belarus	Appendix A, Section D, New Jersey Business Compliance	Complete	PDf
13	Other Required Information	Appendix B, Section G, 9. Other Required Information	Complete	PDF
14	Insurance Documentation	Appendix A, Section B, Lead Agency Requirements - Terms and Conditions AND reference to any other additional requirements proposed (e.g. Cyber, Technology Error & Omissions, etc. noted in Section F, 20.5)		
15	Marketing Plan	Appendix B, Section F, 14. Marketing Plan	We agreed in PDF	PDF
16	Cyber Security Plan & Protocols	Appendix B, Section F, 20.4 Cyber Security Plan & Protocols	Complete	PDF
17	Addenda, if applicable		Yes	PDf

Supplier Responsibility: While a good faith effort has been made to compile all necessary forms, required information, and signatures needed in the submission requirements as shown in this Checklist, it remains the respondent's responsibility to thoroughly review the solicitation document, submission requirements, and electronic posting, if applicable, to ensure that all required items, information, acknowledgments, and signatures are accurately included in their submission.
Supplier Responsibility: Supplier solicitation responses must be verified for accuracy and reliability by humans prior to submission. Suppliers are responsible for producing reliable and accurate solicitation responses without misrepresented or fabricated information or data. Suppliers are responsible for reading and understanding the solicitation. Supplier shall notify Lead Agency solicitation contact(s) in writing with their solicitation response if it: (1) utilized GenAI to complete all or a portion of their solicitation response; (2) intends to utilize GenAI in a way that materially impacts resulting Contract performance.

Bidder Name and d/b/a:	**Entegra Procurement Services, LLC. 18-5546207**
Bidder FEIN:	**45-0486437**

Item #	Topic	Response
	Bidder Capacity and Capability (20 %) App B, Sec F 13.14	
1	Describe in detail your capabilities to satisfy the characteristics and administrative requirements of this Solicitation;	Entegra and Sysco deliver an integrated solution with clearly defined responsibilities. Entegra is responsible for procurement governance, centralized contract sourcing/negotiation, standardized pricing/terms, supplier oversight, contract administration, and contract auditing. Entegra also provides transparency via item level pricing, reporting, analytics, and compliance dashboards. Sysco is responsible for nationwide distribution, inventory management, product availability, order fulfillment, food safety/QA, supplier qualification, and traceability. Together, both organizations support onboarding, communication, order guide management, account support, and ongoing performance and compliance reviews -
	Provide brief description of in-scope offerings (fresh, frozen, canned goods, etc), including Halal and Kosher foods and allergen-free Products.	Entegra and Sysco provide dedicated sourcing for certified Halal, Kosher, and allergen free products with full supplier verification. Sysco's specialty companies expand the range of cultural and global foods, including FreshPoint produce, Buckhead/Newport custom proteins, European Imports specialty items, Greco & Sons Italian foods, Asian Foods multicultural products, and Guest Supply/Edward Don hospitality essentials.
2	Detail the total number and location of salespeople employed by Supplier;	Entegra is the primary program owner and lead for procurement governance, supplier strategy, contract management, and service oversight for CoreTrust members. Entegra employs more than 500 staff worldwide supporting over 360,000 purchasing sites in 12 countries. Entegra manages more than 2,700 contracted suppliers and leverages over $50 billion in global purchasing power to ensure competitive pricing, supply reliability, and quality. Entegra maintains direct accountability for customer service, program performance, pricing integrity, and contract compliance. Entegra interfaces closely with Sysco through established governance processes to ensure that distribution, logistics, and service delivery consistently meet program requirements.
	Provide number and location of support centers (if applicable) and location of corporate office;	Sysco serves as Entegra's primary distribution and logistics partner and employs approximately 75,000 personnel globally, including a national sales force located within local operating companies and specialty businesses across the United States. Sysco's Global Support Center is located at 1390 Enclave Parkway, Houston, Texas 77077, and provides centralized technology, operational, financial, and customer support services used in coordination with Entegra's account and program management teams. Sysco operates 339 distribution centers globally, including more than 163 full line and specialty locations across the United States (72 operating companies and 91 specialty facilities), supporting broadline, fresh, frozen, dry, specialty, ethnic, and non food foodservice products.
	Provide the number, size and location of Supplier's distribution facilities, warehouses, and retail network as applicable;	
	Provide a description of how you propose to distribute in-scope Products/Services nationwide. Include any states where products and services will not be offered under the Master Agreement, including U.S. Territories and Outlying Areas;	Nationwide distribution of all in scope products will be provided through Sysco's U.S. network of full service stocking distribution centers. Entegra maintains ownership of the sourcing strategy, program governance, pricing controls, and service level requirements, while Sysco executes physical distribution, inventory management, order fulfillment, and transportation. All U.S. states are supported under this model. Availability in U.S. Territories and Outlying Areas will align with Sysco's existing operational capabilities. Entegra will monitor performance, compliance, and service levels across the network and coordinate adjustments with Sysco as needed.
	Please provide a detailed list or map of all your full-service stocking distribution centers in the United States, U.S. Territories and Outlying Areas and describe your delivery network, along with your order-fill rate and on-time delivery rate. Additionally, please describe any unique capabilities or logistics that set your distribution network apart from competitors in the market;	Sysco's distribution platform uses advanced forecasting, routing, inventory systems, cold chain management, and logistics tools to support high order fill rates and strong on time delivery performance. Unique strengths include extensive specialty sourcing capabilities, custom protein and produce operations, and deep expertise in multicultural, imported, and differentiated products. Entegra adds value through continuous supplier governance, price accuracy monitoring, performance analytics, escalation management, and alignment of Sysco's operations with CoreTrust program requirements. Entegra's standard model does not require third party logistics providers. Sysco is the primary distributor under this agreement. However, Entegra can collaborate with CoreTrust and participating entities to incorporate approved regional distributors when necessary to meet geographic or operational needs.

	Identify all other companies that will be involved in processing, handling or shipping the products/service to the end user.	
3	Describe the company's Quality Control and Quality Assurance programs policies and include copies of these programs; Provide a copy of Sanitation Standard Operating Procedures for review; describe the measures taken to ensure that all personnel assigned are capable and qualified; What kind of quality assurance documentation can you provide to Participating Entities, if requested? How often do you self-audit?	Entegra and Sysco together maintain a comprehensive quality control and quality assurance framework that ensures product safety, regulatory compliance, and service consistency for all Participating Entities. Entegra owns the program's overall QA governance and supplier oversight, while Sysco conducts product-level food safety, facility audits, and operational QA. This combined model ensures that Entegra monitors the suppliers and contracts, and Sysco monitors and audits the products, distribution practices, and delivery execution. Entegra provides the governance and accountability layer, and Sysco provides the boots-on-the-ground quality control in manufacturing, warehousing, and distribution. Entegra evaluates quality during supplier sourcing and the RFP process and continuously monitors performance through supplier reviews, issue tracking, and corrective action procedures. All suppliers must comply with FDA and USDA regulations and Entegra's Supplier Code of Conduct. Entegra requires suppliers to maintain HACCP plans, GMPs, GAPs, IPM programs, and documented Sanitation Standard Operating Procedures. Copies of suppliers' food safety programs and SSOPs can be provided upon request. Compliance is reinforced through routine third party audits, with onsite audits required for higher-risk categories. Entegra manages a centralized vendor issue tracking system to ensure timely resolution, documentation, and accountability. Personnel assigned to Entegra QA oversight include trained supply management, culinary, and account professionals who receive ongoing education and operate under formal escalation guidelines. Sysco's Quality Assurance program governs product safety, handling, and operational execution across its distribution platform. Sysco employs approximately 196 full time corporate QA associates and 35 contracted inspectors, supporting a global sourcing network in more than 40 countries. Sysco's Food Safety Plan covers preventive controls, HACCP programs, supplier audits, cross-contamination prevention, time and temperature controls, and distribution safety. Sysco conducts routine internal audits of its facilities through self-inspections and scheduled and unscheduled reviews, based on risk assessments and a formal plant visit matrix. Many QA personnel are embedded directly within Sysco operating companies, ensuring immediate support during regulatory inspections, delivery concerns, or service escalations. Sysco's Product Evaluation Center in Houston conducts continuous testing of products against specifications and competitive standards. Upon request, Entegra and Sysco can provide a wide range of quality assurance documentation to Participating Entities, including supplier audit reports, HACCP plans, sanitation procedures, GMPs, allergen programs, traceability documentation, microbial testing results, environmental monitoring records, product specifications, raw material origin information, and corrective action records. Both organizations conduct routine self-auditing: Entegra through ongoing supplier performance monitoring and

	Do you perform your own product testing, rely on third-party certification, or a mix of both? Bidders must have a product testing protocol (in-house or third party) that verifies the quality of products. Bidders must maintain records for their products including origin of materials, test results, and production data;	Sysco through internal facility inspections and food safety reviews. Product testing is completed through a combination of in-house evaluations and mandatory third party certifications. Sysco Brand suppliers are subject to rigorous requirements and must maintain detailed records covering origin of materials, test results, production data, environmental controls, and allergen management. These records can be made available to Participating Entities.
	Describe your company's efficiency and accuracy rates in inventory management. What tools do you use to improve accuracy? What is your inventory accuracy percentage? Do you use barcodes, RFID tags, and/or other tools? What technology investments have you made to streamline operations? How do you ensure staff are well-trained on inventory management?	Sysco also manages inventory control and accuracy across its distribution facilities using automated tracking systems, barcoding, predictive analytics, and real time root-cause analysis. Tools include supply chain dashboards, AI-driven forecasting, and supplier scorecards to ensure high in stock performance and service reliability. Inventory personnel are trained through Sysco's Operations Academy and ongoing professional development programs. Technology investments include advanced material handling equipment, omnichannel stocking pilots, predictive replenishment tools, and zero-emission delivery initiatives. The Entegra/Sysco partnership provides an integrated quality assurance and supply chain model in which Entegra manages governance, supplier compliance, contract auditing, and program accountability, while Sysco ensures that products are safe, tested, and properly handled throughout distribution. This approach provides Participating Entities with a complete, transparent quality framework supported by both organizations' strengths.
4	Next Business Day delivery; detail geographic area where Participating Entities qualify; Rush/Expedited delivery; detail geographic area where Participating Entities qualify; 98% or better Delivery Accuracy; 98% or better On-Time Delivery; 98% or better Fill Rate; 98% or better Customer Satisfaction; and 98% or better Invoice/Billing Accuracy	- - - Sysco provides nationwide next business day delivery Monday–Saturday, including key drop service in most markets, with rush/expedited delivery available in the majority of service areas. Under the Entegra–Sysco agreement, Sysco is contractually accountable to meet 98%+ Delivery Accuracy, On Time Delivery, Fill Rate, Customer Satisfaction, and Invoice/Billing Accuracy; any shortfalls require formal corrective action plans. Sysco has historically met or exceeded these KPIs across the Entegra portfolio, demonstrating consistent, reliable performance for all Participating Entities.

5	Do you offer an integrated procurement ecosystem? How do you support continuous program improvements? How do you provide full transparency to Participating Entities into incentives offered? Do you offer aggregate incentive analysis? Do you provide continuous insight into estimated incentives or other reporting to understand what incentives a Participating Entity has earned? What technologies are available to your national cooperative customer account executive teams to provide insights and support to optimize cooperative performance? Do you integrate or use AI in your procurement technology, and if so, how does that benefit Participating Entities and how do you verify its accuracy?	Yes. Entegra offers an integrated procurement ecosystem consisting of three solutions that may be deployed individually or together: EPRO (P2P), the AI-driven Entegra Shopping Assistant (ESA), and Entegra PurchasingIQ. EPRO centralizes purchasing across all vendors, integrates with AP systems, and supports optional Recipe and Inventory modules. ESA supports same-side compliance at the point of order by identifying contracted items and providing AI-driven alternative recommendations, increasing compliance by 10–15% and delivering an average of 25% invoice savings. PurchasingIQ aggregates purchasing data to provide full transparency into performance and incentives, including aggregate incentive analysis and incentive visibility from the organizational level down to the SKU level based on agreed share rates. The platform provides continuous insight into estimated and earned incentives, identifies active performance improvement opportunities through AI-driven analysis, and supports ongoing optimization. PurchasingIQ is role-based and accessible to Participating Entities and Entegra's national cooperative account teams to support data-driven decision-making. AI outputs are based on validated contract and transaction data to ensure accuracy and reliability.
6	Please provide three (3) references; Describe experience in providing the services described in this Solicitation. Which organizations do you currently provide a similar or same service. Include names, addresses, email and phone numbers of the appropriate contact persons.	Reference 1: Trinity Services Group, Inc Corrections Facility Services 477 Commerce Blvd Oldsmar, FL 34677 Suzanne Yip suzanne.yip@trinityservicesgroup.com 813-431-9960 Reference 2: Texas Christian University (Sodexo Account) 2800 S University Dr, Fort Worth, TX 76109 Jude Kiah j.kiah@tcu.edu (309) 255-3304 Reference 3: University of Cincinnati (Sodexo Account) 2600 Clifton Ave, Cincinnati, OH 45221 Joe Harrell joseph.harrell@uc.edu (513) 558-4635
	Ordering & E-Commerce Capabilities (15 %) App B, Sec F, 13.13	
7	The successful Respondent shall provide a fully integrated online ordering system that ensures: A. Secure electronic catalog functionality with real-time pricing and inventory updates; B. Compliance with PCI DSS for secure payment processing; C. SOCII certification or equivalent for system security;	Together, Entegra and Sysco provide a fully integrated online ordering and e-procurement solution. Entegra's EPRO platform delivers secure electronic catalog functionality through supplier punchout, providing real-time pricing and inventory visibility, configurable multi-tier approval workflows, and integration with ERP, POS, forecasting, and third-party e-procurement platforms. EPRO supports structured agency approval requirements and web-based accessibility standards aligned with usability and disability accessibility best practices. Sysco complements this capability through its secure ordering and fulfillment infrastructure, including PCI DSS–compliant payment processing and SOC 2 or equivalent

	D. Multi-tier approval workflows tailored for agency needs; E. Full integration capabilities with e-procurement platforms (e.g., Coupa, SAP Ariba, PeopleSoft, etc.) F. Disability Accessibility	security controls. Sysco supports electronic ordering, order guide integration, invoicing, and order confirmations via EDI, with established electronic interfaces to over 240 software providers, including leading e-procurement platforms. Sysco's Corporate IT team supports integration setup and provides 24/7 monitoring and troubleshooting to ensure secure, reliable system connectivity.
8	The web-based ordering system must be capable of controlling, documenting and reporting on the following minimum data elements described in Appendix B, Section F, 13.13. Supplier should also detail electronic procurement options and integration into government EPro or finance software.	Entegra leverages Sysco's enterprise Information Security Framework—covering authentication/authorization, logging/monitoring, change control, and audit review—to control, document, and report on required data elements within web-based systems. Controls include role-based access, password complexity and lockouts, account lifecycle management, privileged access reviews, and logon banners to evidence proper use and traceability. Sysco's communications architecture (firewalls, proxy-aware applications, DMZ segmentation) supports secure system-to-system integrations over approved ports/protocols, with encryption for data in transit and controls for inbound/outbound connectivity—enabling safe connectivity to government eProc/finance platforms as authorized. Remote access is restricted (SSL VPN/web access), with exceptions tightly governed.
9	Supplier must show evidence of a high level of data and access control, including at a minimum PCI compliance for credit card transactions and SOC II compliance or equal for technology systems. Proof of SOC II or equivalent audits should be provided, and the current reports will remain available for inspection during the term of the contract. Response must include precautions in place to prevent supplier punch outs or connectivity to financial systems from being used as an unauthorized entry point to government data systems. The successful Respondent shall provide appropriate data security to safeguard orders placed online. See 20. Data Protections and Data Breach. Qualified Bidders shall provide a copy of their cyber security plan and protocols to protect Lead Agency and future Participating Entity information (e.g. Personally Identifiable Information (PII), SOC 2, ISO 27001, ISO 27108, etc.).	Entegra's partner Sysco enforces PCI-aligned controls for card data (PAN encryption; storage and transport protections) and a comprehensive security program aligned to SOC 2 control families (access control, change management, incident response, monitoring, backups, encryption, and vendor coordination). Current third party audit reports (e.g., SOC 2 or equivalent) can be made available for inspection under contract. Network segmentation, proxy-aware design, firewall approvals, and DMZ isolation prevent supplier punch outs or financial-system connections from becoming unauthorized entry points. Sysco maintains a formal, enterprise Information Security Policy and Incident Response Plan; enforces strong identity/access management (least privilege, password rules, privileged-account governance); encrypts sensitive data (AES standard, in-transit/in DMZ protections); and operates secured infrastructure (firewalls, patching, AV, backups, monitoring, data center physical controls). This program safeguards PII and online orders and can be shared as a cybersecurity plan with supporting certifications/reports as available.
10	The online ordering system shall be populated with all appropriate and correct pricing for, based on the respondent's consortium pricing. In the event an error in pricing is discovered in favor of the user, the successful contractor shall provide a refund and/or credit memo to be issued within ten (10) days after the discovery of the discrepancy. The online ordering system shall be structured in such a manner to allow for multiple approval levels which may be customized for individual agencies. The online ordering system shall be set-up to provide for billing to a specific address and shall be capable of accepting procurement cards ("p-card") as a means of payment at the time of order entry.	Entegra's EPRO platform ensures the online ordering system is populated with accurate consortium pricing through supplier-managed punchout configurations and pricing data updates aligned to customer account numbers. If a pricing error favoring the user is identified, Entegra commits to issuing a refund or credit memo within ten (10) days of discovery to promptly resolve discrepancies. EPRO supports configurable, multi-tier approval workflows customized per ordering entity or agency, allowing tailored control over purchasing authorization. The system enables separate billing and shipping addresses to meet varied agency needs. While EPRO itself does not process payments, it supports procurement card ("p-card") acceptance at the supplier level during order entry. Discounted pricing visibility for individuals purchasing from retail locations is enabled through supplier-maintained pricing linked to entity account numbers or p-cards, ensuring correct pricing based on account-specific agreements. Regarding Electronic Funds Transfer (EFT), EPRO does not accept or process incoming payments but facilitates outbound payments to suppliers as part of its payment management capabilities.

	It is preferable that the online ordering system be capable of providing the appropriately discounted price to individuals who may wish to purchase supplies at one of the respondent's retail stores. The system shall provide pricing based on the entry of an entity's account number, or by the use of an entity p-card.	management capabilities. Together, these features deliver a flexible, transparent, and compliant online ordering system tailored to agency requirements and pricing accuracy.
	In addition to the use of p-cards for payment, the successful respondent's e-commerce system shall be capable of receiving payment via Electronic Funds Transfer (EFT) from the entity.	
11	Upon delivery of the order, the successful respondent's e-commerce system shall be capable of providing electronic invoicing if desired.	EPRO supports electronic invoice receipt from suppliers via EDI 810, XML, flat files, scan and capture, and manual invoicing against EPRO purchase orders through the supplier portal.
12	Supplier is also requested to inventory any third-party technology available through the resulting contract and applicable license fees.	Entegra offers access to a suite of third-party technology solutions available through the resulting contract, each designed to enhance different aspects of foodservice operations and procurement. These include: Galley: Centralizes recipe management, inventory controls, purchasing, and production workflows, helping organizations streamline kitchen operations. Meez: Provides real-time menu engineering and costing software, enabling users to see the immediate impact of recipe and food changes on costs and profitability. Craftable: Improves operational efficiency through comprehensive back-office solutions, including optional procure-to-pay (P2P) capabilities for streamlined purchasing. Dyne: Elevates brand presence by unifying marketing efforts, store operations, and delivering real-time business analytics to support data-driven decisions. Leanpath: Supports sustainability goals and waste reduction through advanced food waste tracking and analytics. Each of these platforms is available under applicable licensing agreements, and Entegra works with customers to facilitate access, integration, and support tailored to their operational needs.
	Customer Service & Support (15 %) App B, Sec F, 13.10	
	Participating Entities require responsive and proactive customer service under the resulting Contract. The successful Respondent must:	
	A. Provide 24/7 customer support via phone, email, and live chat;	
	B. Designate a single point of contact (Account Manager) for issue resolution;	
	C. Assign a dedicated representative for the resulting Contract and dedicated representatives to Participating Entities;	

13	D. Ensure response times within 1 business day for non-urgent requests and within two (2) hours for urgent matters; and E. Implement a customer satisfaction tracking system with performance metrics (e.g., response time, issue resolution rate, Net Promoter Score). F. Be available for contract performance meetings with Participating Entities, the rate of which is to be determined and negotiated on a Participating Entity-basis and adopted in their respective Appendix A. G. Describe the Participating Entity onboarding process. How does the relationship maintain over time? What consulting roles are there? How does the Supplier guide Participating Entities with regard to navigating price lists? Does the Supplier offer support to Participating Entities regarding implementing Kosher and Halal meals for the first time? Does the Supplier offer support to Participating Entities when federal or state governments change requirements for specific food programs? Do you provide shipping assistance? H. How often does the price of meat, vegetables, and other items change? Please describe what tools the Supplier has available to make sure that Participating Entities can make the best procurement decisions at the point of purchase for primary distribution to maximize savings and incentives? Do you offer SKU level incentives? I. How does the Supplier schedule delivery? How does the Supplier ensure delivery goes according to the Purchase Order and align with the delivery requirements of this Solicitation? J. How does the Supplier reduce the need for product substitution, barring brand discontinuations or widespread product recalls? In the event of a product substitution, do you offer an equivalent or better product? Do you only move forward with a product substitution with written acceptance from the Participating Entity?	Entegra provides responsive, proactive customer service supported by a dedicated account management structure and as well as a helpdesk. Participating Entities have access to customer support via phone, email, and online ticketing, with urgent issues addressed within two (2) hours and non-urgent requests responded to within one (1) business day. Each Participating Entity is supported by a designated National Account Executive and dedicated Account Manager who serve as single points of contact for issue resolution, contract support, and ongoing consulting, supported by regional teams as needed. Entegra tracks customer satisfaction and service performance through defined metrics including response times, issue resolution, business reviews, and client surveys reviewed by Entegra leadership. Entegra is available for onboarding, mobilization, quarterly and annual business reviews, and additional contract performance meetings as determined by each Participating Entity and documented in Appendix A. Participating Entity onboarding includes structured mobilization meetings, platform and procurement training, and guided supplier transitions. Ongoing consulting support includes assistance navigating price lists, understanding contract pricing, managing compliance, and identifying savings opportunities. Entegra provides support for implementing Kosher and Halal meal programs, responds to changes in federal or state food program requirements, and offers shipping and sourcing assistance through its regional and national teams. Pricing for meat, produce, and other commodities fluctuates based on market conditions and supplier inputs. Entegra communicates price changes with advance notice whenever possible, supported by manufacturer documentation or cost indices, and actively audits and challenges proposed increases. Participating Entities are supported by pricing tools, audits, reporting, and supplier performance reviews to enable informed purchasing decisions at the point of order. SKU-level incentives and savings opportunities are identified through supplier negotiations and ongoing program analysis. Delivery scheduling is managed through contracted suppliers and distributors in alignment with Participating Entity requirements and Purchase Orders. Entegra monitors order status, delivery performance, and contract compliance through tracking systems and supplier audits to ensure deliveries align with solicitation requirements. Entegra actively works to minimize product substitutions through proactive sourcing, supplier performance management, and lifecycle monitoring. In the event of discontinuations or supply disruptions, Entegra identifies equivalent or better alternative products and collaborates with Participating Entities prior to implementation. Substitutions are managed transparently, with written Participating Entity approval obtained before moving forward, except in cases of widespread recalls or emergencies.
14	The successful Respondent shall provide a hassle-free return policy that includes: A. No-cost returns for incorrect, defective, or damaged products; B. 30-day return window for standard products;	Sysco supports a hassle-free return policy aligned with customer needs, with the following provisions: No-cost returns for incorrect, defective, or damaged products: Sysco agrees in principle and offers no-cost returns for these items. Exceptions may apply for special orders, custom print items, and other non-standard channels. 30-day return window for standard products: Sysco follows the guidelines outlined in its Product Credit and Return Policy, which defines return windows and conditions. While a 30-day window is not guaranteed for all products, Sysco works in good faith to facilitate returns according to policy terms. Expedited refund processing within 5 business days: Sysco typically processes returns received at delivery within two business days. For other return scenarios, timing may vary due to mitigating factors. Sysco commits to investigating all return and credit requests promptly and collaborating with manufacturers and vendors to resolve them in a

	C. Expedited refund processing within 5 business days; and	timely manner. Dedicated return portal for tracking return status and refunds: Sysco offers the Sysco Pay portal, accessible via Sysco Shop, which provides customers with a self-service platform to track return statuses, manage invoices, review account statements, and make payments in a centralized, user-friendly interface.
	D. A dedicated return portal for tracking return status and refund issuance.	
15	Service provided by the Respondent, including past customer service history, services available, reduced paperwork, easily understood invoicing, and quick turnaround time for orders as well as inquiries will be a factor in the determination of the successful respondent to this request.	Yes. Entegra delivers a high-service, national account management model supported by a proven customer service history and streamlined, member-focused processes. Services include dedicated inside and outside representatives, reduced administrative burden, clear and easily understood invoicing, and responsive support with rapid turnaround for orders and inquiries. Entegra assigns a single, consistent point of contact to ensure continuity of service, while leveraging a national team of dedicated inside and outside representatives to support all participating members efficiently and consistently across the country.
	It is highly desirable that the successful Respondent utilize dedicated inside and outside representatives to service this Agreement. The Respondent may utilize multiple representatives to cover the nation but shall appoint a single point of contact to provide for consistency and continuity of service.	
	Additionally, the successful Respondent shall also provide individual dedicated inside and outside representatives to service this Agreement on a national basis for members of who utilize this Agreement.	
16	The successful Respondent shall provide for accurate billing of items ordered, timely credits (within 24 hours), and invoices that are easy to understand.	Entegra works through its supplier and distributor partners to ensure accurate billing, clear invoices, and timely credit resolution, with most credits issued within 24 hours.
	Reporting Capabilities & Third Party Audits (5 %) App B, Sec F, 13.12	
17	The successful Respondent shall provide comprehensive reporting and data analytics tools that include:	Entegra provides comprehensive reporting and data analytics through its PurchasingIQ and PurchasingIQ Pro platforms, delivering full visibility and control across spend, compliance, and savings. Capabilities include detailed, agency-wide spend and purchase history analysis; real-time dashboards tracking orders, deliveries, budget performance, and contract utilization; and customizable reports for cost savings, rebate optimization, and sustainability and compliance tracking. Automated monthly and quarterly reports are generated and made accessible through an online portal, supported by alerts and variance analysis to enable proactive, data-driven decision-making.
	A. Detailed spend analysis reports (including agency-wide purchase trends);	
	B. Real-time dashboards for tracking orders, deliveries, and budget allocations;	
	C. Customizable reports for tracking cost savings and sustainability compliance; and	
	D. Automated monthly and quarterly reports accessible via an online portal.	

18	A listing of standard reports available should be provided with the proposal response. Participating Entities may be interested in some or all of the following: Purchase history details Benchmarking Estimated Savings impact Estimated incentives Program, supplier and limited time offer updates Prime Distributor catalogs Price verification of Vendor's Direct Supplier contracts and contract audits Price Trend vs external sources for price justification Variance correction	Yes. Entegra provides a comprehensive suite of standard reports through its PurchasingIQ and PurchasingIQ Pro platforms. Standard reporting includes detailed purchase history; benchmarking against peer and market data; estimated savings impact and incentive/rebate tracking; program, supplier, and limited-time offer updates; access to Prime Distributor catalogs; price verification and audit reporting for vendor direct and contracted suppliers; price trend analysis versus external market sources for price justification; and variance identification and correction reporting. All reports are available via an online portal, with automated scheduling and customization options as needed.
19	The Contractor shall obtain a third-party firm at no additional cost to Lead Agency to conduct external price audits on this contract. The third-party firm shall provide a quarterly report to Lead Agency indicating a Price Accuracy Percentage Rate of 98% or higher.	Entegra conducts routine audits of Sysco pricing at an agreed upon cadence to ensure ongoing price accuracy and contract compliance. Should these audits not meet the needs of the awarded agency, the agency may request an additional external third party audit at the agency's own expense. Please reference the Exception Document for the associated exception request.
	Contract Risk & Miscellaneous (10 %) App B, Sec F, 13.11	
	A. Please describe your firm's approach to contract risk management. Include how your organization identifies, assesses, and mitigates risks throughout the life of a contract, especially for public sector clients.	Entegra manages contract risk through a proactive, lifecycle-based approach focused on supplier accountability, regulatory compliance, and continuity of supply for public sector clients. Risk is identified during sourcing by evaluating supplier capabilities, capacity, historical performance, and compliance, and is mitigated through required adherence to Entegra's Supplier Code of Conduct and high-risk third-party policies. Supplier performance is continuously monitored through defined metrics and periodic business reviews, supported by third-party audits and onsite inspections for higher-risk categories. Entegra mitigates disruptions through alternative sourcing strategies, inventory availability planning, supplier competition, and proactive management of discontinued items, ensuring reliable performance, transparency, and contract stability throughout the agreement term. Entegra has never defaulted, failed to perform, or been terminated for cause on any government contract within the last five years. Insurance Coverage Sysco maintains a robust insurance program that includes self-insurance for portions of workers' compensation, general liability, vehicle liability, and property insurance. Coverage amounts exceeding self-insured levels are fully insured through third-party carriers. These policies meet or exceed the requirements outlined in Section B – Lead Agency Requirements and additional requirements in Section F, 20.5. _____ Contract Compliance Sysco ensures contract compliance across multiple clients and jurisdictions through a combination of dedicated personnel, advanced tools, and rigorous processes. Our national account executives oversee performance and timelines, supported by technology platforms that track reporting, audit results, and contractual obligations. Local operating sites execute these processes with accountability for rapid issue resolution and compliance enforcement. _____ Supply Chain Risk Mitigation Plan •Tariff Impact Analysis: Sysco leverages its scale, supplier relationships, and government engagement to mitigate tariff impacts. We provide customers with pricing strategies and alternatives, ensuring access to about 90% locally sourced products to minimize tariff exposure. •Supply Chain Diversity: We maintain a geographically dispersed, dynamic supply chain with multiple sourcing options to reduce disruption risks. Network optimization and
	B. Has your company ever defaulted, failed to perform, or been terminated for cause on a government contract within the last five (5) years? If yes, please explain the circumstances and how the issue was resolved or mitigated.	
	C. Describe the insurance coverage your firm maintains, including general liability, professional liability, workers' compensation, and any other relevant coverages. Include policy limits and whether these meet or exceed the requirements set forth in Section B – Lead Agency Requirements and additional requirements found in Section F, 20.5.	
	D. Explain how your organization ensures contract compliance across multiple clients or jurisdictions. Include specific tools, systems, or personnel used to monitor and ensure performance, timelines, reporting, and contractual obligations.	
	E. The Proposer shall provide a supply chain risk mitigation plan, including:	

20	i. Tariff impact analysis, including pricing strategies for tariff adjustments;	reciprocal agreements enhance resilience. •Business Continuity Planning: Sysco's comprehensive Business Continuity Program, governed by Enterprise Risk Management, includes an all-hazards approach, crisis management, IT and cybersecurity resilience, labor contingency planning, and rapid local execution. This ensures uninterrupted service through natural disasters, technological failures, or labor disruptions. •Sustainability: As an industry leader, Sysco has made significant progress toward sustainability goals, including deploying the largest EV fleet in the industry, engaging in major renewable energy projects, responsibly sourcing key commodities, and contributing millions of meals to communities. We measure success through annual reporting and support customers in achieving their sustainability objectives. Entegra's sustainability goals focus on reducing waste, increasing responsible sourcing, and lowering carbon impact through the Better Tomorrow 2028 framework. We measure success through supplier compliance, reductions in packaging waste, increased use of reusable and compostable materials, and growth in local sourcing tracked annually at each site. Progress includes expanded sustainable packaging standards, verified responsible sourcing (e.g., cage free eggs, sustainable seafood), and supplier engagement to reduce Scope 3 emissions through energy and resource efficiency initiatives. We help customers meet their own sustainability goals through programs that reduce waste, improve recycling, support local sourcing, and integrate responsible supply chain practices into purchasing strategies
	ii. Information regarding supply chain diversity, detailing multiple sourcing options to prevent disruptions;	
	iii. Information regarding business continuity planning, including contingency measures for shortages, natural or technological disasters, or global supply chain issues;	
	iv. Information regarding sustainability - What are the sustainability goals you have as an organization? How do you measure success? What has been the progress to your goals? How do you help your customers be more sustainable?	
	Describe your firm's product recall program in accordance with Appendix B, Section F, 13.3. Recalled Products.	_____ Product Recall Program Sysco manages product recalls with a comprehensive communication and execution system designed to protect customers and minimize disruption. Partnering with BellTower Technologies, we use the Instant Recall™ platform for automated, multi-channel customer notifications, real-time tracking, and documentation. Our recall process includes immediate supplier notification, customer reporting, product retrieval or destruction, and regulatory compliance reporting. This program ensures swift, transparent management of recalled products in full accordance with Appendix B, Section F, 13.3.
	Describe your firm's ability to meet Appendix B, Section F, 13.5 Allergens in Foods and communicate known or potential allergens to Paerticipating Entities and the general public.	_____ Allergen Control and Communication Sysco exceeds FDA allergen control requirements through rigorous supplier guidelines that include risk analysis, control measures, transparent labeling, and mandatory audits. We enforce plain-language allergen declarations, segregation of allergens, cleaning protocols, and annual third-party audits. These standards continuously evolve to meet global regulatory expectations and protect Participating Entities and the public by proactively communicating known or potential allergens.
		_____ Off-Contract Product Access Sysco will collaborate with Participating Entities to allow approved off-contract product purchases in cases of safety or stability concerns. This flexibility ensures continuity of supply and respects unique operational sensitivities, such as maintaining consistent food products in correctional facilities to avoid disruptions.

	Do you and will you allow Participating Entities to obtain Products off-Contract in the event of stability or safety concerns? For example: In a correctional facility environment, inmates become accustomed to and highly attuned to particular taste of foods. A substitution of food Product, even in the event of a substitution upgrade, may initiate a riot.	
	Marketing Plan (5 %)	
21	Marketing Plan provided in accordance with App B, Sec F, 14. Marketing Plan	Please see page 17 in our Companion PDF.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: WTW Certificate Center	
Willis Towers Watson Southeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	PHONE (A/C, No, Ext): 1-877-945-7378	FAX (A/C, No): 1-888-467-2378
	E-MAIL ADDRESS: certificates@wtwco.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Lloyd's	B7874
INSURED Sodexo, Inc. 9801 Washingtonian Boulevard Gaithersburg, MD 20878	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** W39366707 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	☐ OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Cyber Security Liability			W8961H25PNPJ	05/31/2025	05/31/2026	Limit per claim	$5,000,000
							Retention	$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Evidence of Coverage

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



© 1988-2016 ACORD CORPORATION. All rights reserved.

SECTION O – COST PROPOSAL

- The Cost Proposal Form, also known as Section O – Cost Proposal Workbook [EXCEL], is provided as a separate document alongside this solicitation document.

- The selected Vendor's pricing details shall be integrated into and designated as Section O – Cost Proposal.

- More favorable pricing can be offered to Participating Entities at the time of purchase through SKU level incentives; supplier and limited time offers; and other tools and offers to maximize savings and justify pricing for Participating Entities.

Failure to complete Section O - Cost Proposal Workbook as indicated may deem the Supplier submission non-responsive and ineligible for Contract award. Deletion of columns or alteration of any embedded formulas in this Workbook may deem the Supplier's submission non-responsive and ineligible for Contract award.

General Instructions to Suppliers
Suppliers are required to submit their Section O - Cost Proposals in Excel. Suppliers to complete the Contractor Info and Subcontractor Info tabs.

Main Bid Sheet
Suppliers must complete the Main Bid Sheet tab. Enter cost-plus markup percentages for each product category. Detail any discounts or incentives available to Participating Entities. Detail any minimum order sizes and fees, if applicable. Any additional freight charges, fuel surcharge, or fees not included in the mark-up pricing, must be noted by the supplier in their response.

Market Basket tabs - Poultry through Beverage
All tabs must be completed by the Supplier. Price the items on the market basket specific to the manufacturer and pack size where indicated. The vendor must list the item name, pack size, manufacturer, manufacturer item number, invoice cost, item total cost, stock status, and percentage of mark-up. If the supplier cannot bid on the item listed, you must bid an item that meets or exceeds the listed product specification and indicates so in the note section any exceptions. The vendor must list the item name, pack size, manufacturer, manufacturer item number, invoice cost, item total cost, stock status, and percentage of mark-up. Acceptance of an alternate item / and or pack size will be at the discretion of the Lead Agency.

Any bid with responses that do not provide the information in accordance with these directions may not be considered.

Contractor Information

Business Entity Information

Company Name:	**Entegra Procurement Services, LLC**
Doing Business As:	**Entegra**
Address:	**915 Meeting Street, 15th Floor**
	Bethesda, MD 20852
Website:	www.entegraps.com
Federal ID #:	**45-0486437**
Phone Number:	**1-866-ENTEGRA**

Contract Administrator/Manager Information

Contract Administrator Name:	**Ray Cajudoy**
Title:	**Enterprise Sales Executive**
Address:	**915 Meeting Street, 15th Floor**
	Bethesda, MD 20852
Telephone #:	**410-582-7335**
E-Mail:	ray.cajudoy@entegraps.com
Availability:	Monday-Friday 9:00am - 5:00pm EST

Solicitation Contact Information

E-Mail(s):	ray.cajudoy@entegraps.com

Contract Issue Escalation Point #1

Type of Issue:	**Problems with Orders, Product Quality; Wrong Item; Damaged on Arrival; Price Discrepencies, etc.**
Contact Name:	**Sysco Customer Care**
Title:	
Address:	
Telephone #:	**800-797-2627**
E-Mail:	Customer@sysco.com
Resolution Time:	

Contract Issue Escalation Point #2

Type of Issue:	**Product Information**
Contact Name:	**Sysco Operating Site Account Manager information will be provided upon award and aligned with the specific needs and structure of the awarded agency**
Title:	
Address:	

Account Manager Information	
Account Manager Name:	**Tawni Mabel**
Title:	**Director Client Services**
Address:	**915 Meeting Street, 15th Floor**
	Bethesda, MD 20852
Telephone #:	**801-455-8705**
E-Mail:	tawni.mabel@entegraps.com
Availability:	Monday-Friday 9:00am - 5:00pm

Sales Manager Information	
Contact Name:	**Victoria Gardner**
Title:	**Vice President National Accounts**
Address:	**1390 Enclave Parkway**
	Houston, TX 77077-2099
Telephone #:	**832-338-0291**
E-Mail:	victoria.gardner@sysco.com
Availability:	Monday-Friday 8:00am - 5:00pm CST

Telephone #:	
E-Mail:	
Resolution Time:	

Contract Issue Escalation Point #3	
Type of Issue:	**Technical Support; Unsatisfactory Support or Performance**
Contact Name:	**Sysco Regional Cex Manager information will be provided upon award and aligned with the specific needs and structure of the awarded agency**
Title:	
Address:	
Telephone #:	
E-Mail:	
Resolution Time:	

Billing Manager Information	
Contact Name:	**Billing manager information will be provided upon award and aligned with the specific needs and structure of the awarded agency**
Title:	
Address:	
Telephone #:	
E-Mail:	
Availability:	

Emergency Contact Information	
Telephone #:	
Toll Free Telephone #:	**Emergency contact information will be provided upon award and aligned with the specific needs and structure of the awarded agency**
E-Mail:	

List No.	Company Name	Doing Business As	Address	City	State	Zip Code	Website	Federal ID	Contact First Name	Contact Last Name	Contact Title	Phone #	E-Mail	Check X if M/WBE Certified	Check X if SBE	Check X if SDVOB
Contact 1	Sysco Corporation	Sysco Corporation	1390 Enclave Parkway	Houston	TX	77077	www.sysco.com	74-1648137	Victoria	Gardner	Vice President National Accounts	832-338-0291	victoria.gardner@sysco.com			
Contact 2																
Contact 3																
Contact 4																
Contact 5																
Contact 6																
Contact 7																
Contact 8																
Contact 9																
Contact 10																
Contact 11																
Contact 12																
Contact 13																

Commercial Food RFP # 24COR-059 Commerical Food

Company Name:	Entegra Procurement Services, LLC

Enter the markup percentage for each product category below. If you are proposing a fee per case, please note fee in column C. If there are any additional freight costs (e.g. freight charge per mile based on full truckload (dry vs. cold/frozen) & from the Supplier's closest distribution facility), fuel surcharge or additional fees that are not included in the markup schedule, they need to be noted in the supplier response.

Note: The markup percentages outlined below are based on the estimated aggregated annual purchase volume for each individual location within the awarded agency. Following award, the Contractor shall evaluate each location's projected annual spend to determine whether that location qualifies for the higher or lower markup schedule.

<$7.5M in annual purchases per location

Product Category	Markup %	Fee Per Case (If Applicable)
Poultry	11.60%	$ -
Produce	11.60%	$ -
Meat	11.60%	$ -
Dairy	11.60%	$ -
Groceries	11.60%	$ -
Disposables	11.60%	$ -
Bakery	11.60%	$ -
Non-Food	11.60%	$ -
Beverage	11.60%	$ -

90-Day price locks will be applicable to markup and not individual purchased items

Provide any markup percentage reductions for order / drop size from the markup offered above.	

Drop size incentive will be reflected on invoice based on each individual delivery occurrence

Commercial Food RFP # 24COR-059 Commerical Food

Company Name:	Entegra Procurement Services, LLC

Enter the markup percentage for each product category below. If you are proposing a fee per case, please note fee in column C. If there are any additional freight costs (e.g. freight charge per mile based on full truckload (dry vs. cold/frozen) & from the Supplier's closest distribution facility), fuel surcharge or additional fees that are not included in the markup schedule, they need to be noted in the supplier response.

Note: The markup percentages outlined below are based on the estimated aggregated annual purchase volume for each individual location within the awarded agency. Following award, the Contractor shall evaluate each location's projected annual spend to determine whether that location qualifies for the higher or lower markup schedule.

>$7.5M in annual purchases per location

Product Category	Markup %	Fee Per Case (If Applicable)
Poultry	9.22%	$ -
Produce	9.22%	$ -
Meat	9.22%	$ -
Dairy	9.22%	$ -
Groceries	9.22%	$ -
Disposables	9.22%	$ -
Bakery	9.22%	$ -
Non-Food	9.22%	$ -
Beverage	9.22%	$ -

90-Day price locks will be applicable to markup and not individual purchased items

Provide any markup percentage reductions for order / drop size from the markup offered above.	

Drop size incentive will be reflected on invoice based on each individual delivery occurrence

Commercial Food RFP

24COR-059 Commerical Food

Company Name:	Entegra Procurement Services, LLC

Enter the markup percentage for each product category below. If you are proposing a fee per case, please note fee in column C. If there are any additional freight costs (e.g. freight charge per mile based on full truckload (dry vs. cold/frozen) & from the Supplier's closest distribution facility), fuel surcharge or additional fees that are not included in the markup schedule, they need to be noted in the supplier response.

K-12 annual purchases per location

Product Category	Markup %	Fee Per Case (If Applicable)
Poultry	11.60%	$ -
Produce	11.60%	$ -
Meat	11.60%	$ -
Dairy	11.60%	$ -
Groceries	11.60%	$ -
Disposables	11.60%	$ -
Bakery	11.60%	$ -
Non-Food	11.60%	$ -
Beverage	11.60%	$ -

To support USDA compliance within the K-12 segment, Entegra will apply a standardized 11.60% markup across all eligible products. Additionally, 100% of all manufacturer-funded rebates earned will be returned directly to the individual location. In turn, each partcipating location will remit to Entegra a 4% program fee, assessed quarterly on all eligible purchases.

Provide any markup percentage reductions for order / drop size from the markup offered above.	

Order / Drop Size	% Discount
Under $1999.99	0.00%
$2000.00 - $2999.99	0.20%
$3000.00 - $3999.99	0.35%
$4000.00 - $4999.99	0.45%
$5000.00 - $5999.99	0.50%
$6000.00 - $6999,99	0.50%
$7000.00 - $7999.99	0.50%
$8000.00 - $8999.99	0.50%
$9000.00 - $9999.99	0.50%
$10,000 of Larger	0.50%

List any additional programs or incentives available, discounts percentages or value of the incentive as well as a decription of the incentive. Example incentives could include prompt payment, rebates, private label products.

Additional Incentives:	Incentive %	Incentive Value in $	Description
SYY Brand	**35%: 0.25% 40%: 0.50% 45%: 0.75% 50%: 1.0% 55%: 1.50%**		**Sysco Private Label Incentive**
New Customer Incentive	**0.50%**		**New Customer Incentive 0.5% for 6 months**
Rebate Incentive	**25%**		**25% Shared Manufacuturer Rebate Incentive**

Minimum Order Delivery Fee		
Order Size	**Fee**	**In instances where an individual location does not reach a minimum order size of 20 cases, a $25 per case fee will apply.**
<20 Cases	$25/case	
$	$	

Order / Drop Size	% Discount
Under $1999.99	0.00%
$2000.00 - $2999.99	0.20%
$3000.00 - $3999.99	0.35%
$4000.00 - $4999.99	0.45%
$5000.00 - $5999.99	0.50%
$6000.00 - $6999,99	0.50%
$7000.00 - $7999.99	0.50%
$8000.00 - $8999.99	0.50%
$9000.00 - $9999.99	0.50%
$10,000 of Larger	0.50%

List any additional programs or incentives available, discounts percentages or value of the incentive as well as a decription of the incentive. Example incentives could include prompt payment, rebates, private label products.

Additional Incentives:	Incentive %	Incentive Value in $	Description
SYY Brand	**35%: 0.25% 40%: 0.50% 45%: 0.75% 50%: 1.0% 55%: 1.50%**		**Sysco Private Label Incentive**
New Customer Incentive	**0.50%**		**New Customer Incentive 0.5% for 6 months**
Rebate Incentive	**50%**		**50% Shared Manufacturer Rebate Incentive**

Minimum Order Delivery Fee

Order Size	Fee
<20 Cases	$25/case
$	$

In instances where an individual location does not reach a minimum order size of 20 cases, a $25 per case fee will apply.

Order / Drop Size	% Discount
Under $1999.99	0.00%
$2000.00 - $2999.99	0.00%
$3000.00 - $3999.99	0.00%
$4000.00 - $4999.99	0.00%
$5000.00 - $5999.99	0.00%
$6000.00 - $6999,99	0.00%
$7000.00 - $7999.99	0.00%
$8000.00 - $8999.99	0.00%
$9000.00 - $9999.99	0.00%
$10,000 of Larger	0.00%

List any additional programs or incentives available, discounts percentages or value of the incentive as well as a decription of the incentive. Example incentives could include prompt payment, rebates, private label products.

Additional Incentives:	Incentive %	Incentive Value in $	Description

Minimum Order Delivery Fee	
Order Size	**Fee**
<20 Cases	$25/case
$	$

In instances where an individual location does not reach a minimum order size of 20 cases, a $25 per case fee will apply.

In certain circumstances, an individual location within the awarded agency may be unable to utilize the supplier's designated prime distribution partner. In such instances, the location may procure products through an approved regional distributor that is capable of meeting its ordering, delivery, and service requirements.

For Entegra contracted items stocked by the approved regional distributor, pricing will reflect a markup of no more than 25%. Additionally, Entegra maintains the capability to collaborate directly with the regional distributor on behalf of the individual location to establish a comprehensive markup schedule aligned with that location's anticipated purchasing volume. This approach ensures pricing continuity, transparency, and alignment with the agency's operational and budgetary needs.

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family	Product Family Description
ADVANCE PIERRE FOODS	CHICKEN BRST CORDON BLEU ROYAL	10000062432	36	4 OZ	FOOD	POULTRY
TYSON FOODS INC	Chicken Breast No Bone Or Skin Single Lobe Fully Cooked Brea	10009440928	40	4 OZ	FOOD	POULTRY
TYSON FOODS INC	Chicken Popcorn Bite Orgnl Rtc	10030340928	2	5LB	FOOD	POULTRY
TYSON FOODS INC	Chicken Breast Patty Breaded Whole Grain Fully Cooked Averag	10058090928	52	3.1 OZ	FOOD	POULTRY
TYSON FOODS INC	Chicken Breast Fillet Breaded Homestyle Ready To Cook Averag	10383300928	2	5 LB	FOOD	POULTRY
TYSON FOODS INC	Chicken Breast Fillet Fritter Ready To Cook Hot & Spicy Aver	10383360928	2	5 LB	FOOD	POULTRY
TYSON FOODS INC	Chicken Tndr Fritter 2oz NAE	10383640928	2	5 LB	FOOD	POULTRY
TYSON FOODS INC	Chicken Breast Tender Breaded Golden Crispy Average 109/1.4	10383840928	114	1.4 OZ	FOOD	POULTRY
TYSON FOODS INC	HOT SPICY BRD CHIC PATTY FC WG	10703140928	173	3 OZ	FOOD	POULTRY
TYSON FOODS INC	SED CHICKEN TENDERS WG NAE FC 1.13OZ	10703340928	4	BAGS	FOOD	POULTRY
KOCH FOODS	SOUTHERN BREADED TENDER	11211	2	5 LB	FOOD	POULTRY
BLUETRITON BRANDS INC.	Turkey Ham Water Added Diced 1/2" Frozen	119371	2	5LB	FOOD	POULTRY
HORMEL FOODS CORPORATION	TURKEY, PATTY BURGER 4 OZ DARK MEAT SAVORY SEASONE	245510	40	4 OZ	FOOD	POULTRY
HORMEL FOODS CORPORATION	TURKEY, BACON BUFFET FC FZN	270103	1	10 LB	FOOD	POULTRY
KELLOGG COMPANY (FRZ)	VEGGIE TENDER PLANT BASED MEATLESS	2898910359	2	5 LB	FOOD	POULTRY
KELLOGG COMPANY (FRZ)	VEGETABLE VEG CHICKEN NUG	2898997762	212	.75OZ	FOOD	POULTRY
KOCH FOODS	CHIX BRST BNLS 8Z DBL	370280	3	8 LB	FOOD	POULTRY
HORMEL FOODS CORPORATION	Turkey Breast Skinless Hickory Smoked Grand Champion Refrige	824402	2	10 LB	FOOD	POULTRY
HORMEL FOODS CORPORATION	Turkey Breast Slice .7 Ounce Oven Roasted Low Sodium Refrige	831212	6	2 LB	FOOD	POULTRY
HORMEL FOODS CORPORATION	Turkey Breast 8 Pound Browned Cooked No Bone Or Skin Refrige	846902	2	6-9#AV	FOOD	POULTRY
HORMEL FOODS CORPORATION	Turkey Breast Smoked Slice .7 Ounce Refrigerated	848112	6	2 LB	FOOD	POULTRY
KOCH FOODS	KOCHS CHICKEN BREAST PATTY	85679	2	5 LB	FOOD	POULTRY
KOCH FOODS	IQF CHICKEN EIGHTHS	89585	96	5.75 OZ	FOOD	POULTRY
KOCH FOODS	UNCKD IQF CHICKEN THIGHS	97692	2	45 CT	FOOD	POULTRY
GRECIAN DELIGHT FOODS	CHICKEN GYRO MEAT SLI PRECKD	MEL9669292	1	10 LB	FOOD	POULTRY

Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number	Item Description
CHICKEN - STUFFED	120		CLASSIC	10000062432	CHICKEN BRST CORDON BLEU ROYAL
CHICKEN - UNBREADED COOKED	10		TYSON FOODS INC	10009440928	CHICKEN BRST FIL BRD PRCKD
CHICKEN - CHUNK NUGGET PATTY POPCORN	14		~	10030340928	CHICKEN POPCORN BRST BITE BRD
CHICKEN - CHUNK NUGGET PATTY POPCORN	2		~	10058090928	CHICKEN PTY BRD CKD CN
CHICKEN - STRIP TENDER	6		TYSON	10383300928	CHICKEN BRST BRD HMSTL 4Z
CHICKEN - BREADED BONELESS BREASTS	21		TYSON	10383360928	CHICKEN BRST FRTR SPICY RAW
CHICKEN - STRIP TENDER	36		TYSON RED LABEL	10383640928	CHICKEN TNDR FRTR GLDN PCK
CHICKEN - CHUNK NUGGET PATTY POPCORN	40		TYSON RED LABEL	10383840928	CHICKEN TNDR BRD GLDN
CHICKEN - CHUNK NUGGET PATTY POPCORN	65		TYSON	10703140928	CHICKEN PTY FRT HOT&SPCY WHLGR
CHICKEN - STRIP TENDER	118		~	10703340928	CHICKEN TNDR BRD GLDN CRSPY WG
CHICKEN - STRIP TENDER	7		~	11211	CHICKEN BRST TNDR FRTR SOU/STY
TURKEY - ALL PRODUCTS	46		JENNIE-O TURKEY STORE	119371	TURKEY HAM DICED
TURKEY - ALL PRODUCTS	111		JENNIE-O TURKEY STORE	245510	TURKEY BURGER NAT 93/7 RTC 4Z
TURKEY - ALL PRODUCTS	77		JENNIE-O TURKEY STORE	270103	BACON TURKEY FULLY CKD
PLANT BASED CHICKEN - STRIP TENDER	11		MORNINGSTAR	2898910359	CHICKEN TENDER INCOGMEATO
PLANT BASED CHICKEN - CHUNK NUGGET PATTY POPCOI	114		MORNINGSTAR	2898997762	VEGETABLE VEG CHICKEN NUG
CHICKEN - BONELESS RAW	96		~	370280	CHICKEN BRST IFZ B/S WBF
TURKEY - ALL PRODUCTS	198		JENNIE-O TURKEY STORE	824402	TURKEY BRST SKNLS SMK HICK FZ
TURKEY - ALL PRODUCTS	41		JENNIE-O TURKEY STORE	831212	TURKEY BREAST SLI O/RSTDL S FZ
TURKEY - ALL PRODUCTS	77		JENNIE-O TURKEY STORE	846902	TURKEY BREAST CH NAT OIL BRND
TURKEY - ALL PRODUCTS	33		JENNIE-O TURKEY STORE	848112	TURKEY BREAST SLI SMK .7 OZ FZ
CHICKEN - CHUNK NUGGET PATTY POPCORN	29		~	85679	CHICKEN BRST PTY BRD FC
CHICKEN - BONE IN RAW	81		KOCH FOODS	89585	CHICKEN PCS 8 FRYING IF
CHICKEN - BONE IN RAW	65		~	97692	CHICKEN THIGH IF
PLANT BASED CHICKEN - OTHER	34		~	MEL9669292	CHICKEN GYRO MEAT SLI PRECKD

Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost	Notes
1624329	36	4 OZ	Y	$47.64	11.60%	$53.17	
7564954	40	4 OZ	Y	$46.00	11.60%	$51.34	
8152399	2	5LB	Y	$29.40	11.60%	$32.81	
6482749	52	3.1 OZ	Y	$22.36	11.60%	$24.95	
8801686	2	5 LB	Y	$30.60	11.60%	$34.15	
8522379	2	5 LB	N	$29.80	11.60%	$33.26	
8408108	2	5 LB	Y	$27.20	11.60%	$30.36	
8416915	114	1.4 OZ	N	$21.50	11.60%	$23.99	
2155881	173	3 OZ	Y	$91.96	11.60%	$102.62	
2155846	4	BAGS	Y	$81.86	11.60%	$91.35	
5707039	2	5 LB	Y	$31.49	11.60%	$35.14	
7926157	2	5LB	N	$39.76	11.60%	$44.37	
7075663	40	4 OZ	N	$32.90	11.60%	$36.72	
2043388	1	10 LB	N	$30.20	11.60%	$33.70	
7164930	1	10LB	Y	$63.36	11.60%	$70.71	
7338718	212	.75OZ	N	$37.32	11.60%	$41.65	
6374981	3	8 LB	N	$93.84	11.60%	$104.73	
5749050	2	10#AVG	N	$82.56	11.60%	$92.13	
0632022	6	2 LB	Y	$47.28	11.60%	$52.76	
1638651	2	6-9#AV	N	$70.07	11.60%	$78.20	
1970825	6	2 LB	Y	$45.36	11.60%	$50.62	
8285559	2	5LB	Y	$31.83	11.60%	$35.52	
8809232	96	5.75OZ	Y	$86.32	11.60%	$96.33	
8809168	96	4 OZ	N	$48.87	11.60%	$54.54	
9669292	1	10 LB	N	$47.10	11.60%	$52.56	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family	Product Family Description
J R SIMPLOT	VEGETABLE BLEND FIRE RSTD VEG /AND EXOTIC GRAINS	10071179012948	6	2.5 LB	FOOD	PRODUCE
J R SIMPLOT	Corn Flame Roasted Simply Sweet Frozen	10071179790990	1	20 LB	FOOD	PRODUCE
BOGHOSIAN RAISIN PACKING CO	RAISIN SEEDLESS	10108655	24	15 OZ	FOOD	PRODUCE
PETERSON FARMS	Apple Red Sliced Fresh	203102	100	2 OZ	FOOD	PRODUCE
OCEAN SPRAY CRANBERRIES INC	Craisin Dried Cranberry	21992	2	48 OZ	FOOD	PRODUCE
MICHAEL FOODS SHELL EGGS	POTATO DICED CKD RED SKON FRZN	3473048615	2	10LB	FOOD	PRODUCE
SUGAR FOODS CORPORATION	Orange Dried Sliced Round In Bag	741008	1	1 LB	FOOD	PRODUCE

BLUETRITON BRANDS INC.

Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number	Item Description
VEGETABLES FROZEN - BLEND/MIX	31		J R SIMPLOT	10071179012948	VEG BLEND RSTD & EXOTIC GRAINS
VEGETABLES FROZEN - CORN	77		ROASTWORKS	10071179790990	CORN CUT RSTD
FRUIT DRIED - RAISINS	6		IMPERIAL	10108655	RAISIN SEEDLESS
FRUIT FRESH - APPLES	20		PETERSON FARMS TREATS	203102	APPLE SLICE FRSH PK
FRUIT DRIED - OTHER/SPECIALTY	27		OCEAN SPRAY	21992	CRANBERRY DRIED CRAISINS
VEGETABLES FROZEN - POTATO/SWEET POTATO	89		SYSCO	3473048615	POTATO DICED CKD RED SKON FRZN
FRUIT DRIED - ORANGES	34		GARNICHE	741008	FRUIT ORANGE DRIED RNDS 128CT

Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost	Notes
6566968	6	2.5 LB	N	$42.33	11.60%	$47.24	
3143120	1	20 LB	Y	$35.62	11.60%	$39.75	
4010815	24	15 OZ	Y	$48.03	11.60%	$53.60	
3177967	100	2 OZ	N	$27.55	11.60%	$30.75	
7040034	2	48 OZ	N	$14.69	11.60%	$16.39	
3094962	2	10LB	Y	$22.45	11.60%	$25.05	
7204077	1	1 LB	Y	$34.36	11.60%	$38.35	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
FRESH MARK FOODSERVICE INC	BACON, PORK REAL PIECE .38" SMOKE FLAVORED CURED	00838	2	5 LB	FOOD
CLEMENS FOOD GROUP	BACON LAYOUT 18/22 FRZ	02070	1	15 LB	FOOD
CLEMENS FOOD GROUP	HAM, SLICED 1.2 MM .5 OZ HWP 27% ROUND CURED COOKE	02562	4	2 LB	FOOD
CLEMENS FOOD GROUP	SAUSAGE PTY CKD 1.5Z	03824	2	5 LB	FOOD
CLEMENS FOOD GROUP	SAUSAGE LNK SKNLS CKD 0.8Z	03842	2	5 LB	FOOD
ADVANCE PIERRE FOODS	BEEF STK PHLL BULK HI MRNTD	10000033000	2	5 LB	FOOD
HOLTEN MEAT COMPANY INC	BEEF GRND PTY DIR SEAS 75/25	12510	60	5.33OZ	FOOD
HOLTEN MEAT COMPANY INC	BEEF, PATTY GROUND 100% PURE 80/20 4:1 ROUND .31"	12514	80	4 OZ	FOOD
BEYOND MEAT (FORMERLY SAVAGE RIVER INC)	Sausage Breakfast Plant Based Patty 1.63 Ounce Frozen	1P03	90	1.7 OZ	FOOD
BEYOND MEAT (FORMERLY SAVAGE RIVER INC)	SAUSAGE VEGETARIAN ORIG BRAT	1P08	50	3.5 OZ	FOOD
JTM PROVISIONS CO AKA JTM FOOD GROUP	TACO FILLN BEEF REDC FAT SOD	42620	4	5 LB	FOOD
BLUETRITON BRANDS INC.	Sausage Patty 1.6 Ounce Plant Based Frozen	60-00022	2	50	FOOD
SMITHFIELD FOODS INC	BACON LAYFLAT APPLWD 14/17 FRZ	7010006524	1	15 LB	FOOD
SMITHFIELD FOODS INC	Sausage Polish Bulk Precooked Smoked Natural Casing Vacuum P	7024713054	2	5 LB	FOOD
SMITHFIELD FOODS INC	Sausage Patty Fully Cooked Silver Medal Average 107/1.5Oz Fr	7024713814	1	10 LB	FOOD
SMITHFIELD FOODS INC	Sausage Patty 2 Ounce Average Silver Medal Fully Cooked Fro	7024713815	1	10 LB	FOOD
SMITHFIELD FOODS INC	Sausage Pork Link Skinless Fully Cooked Average 200/.8 Ounce	7024713817	1	10 LB	FOOD
SMITHFIELD FOODS INC	Bacon Slice Precooked Right To Freezer - Shipped Ref/Immedia	7024717233	2	150SLI	FOOD
SMITHFIELD FOODS INC	PEPPERONI, PORK BEEF SLICED 14-16 COUNT 44 MM COOK	7024717479	1	10 LB	FOOD
SMITHFIELD FOODS INC	Bacon Apple Smoked 18-22 Gas Flushed Frozen	7024717484	1	15 LB	FOOD
SMITHFIELD FOODS INC	Sausage Link Precooked Maple Bias Cut Natural Casing Frozen	7024717521	2	5 LB	FOOD
SMITHFIELD FOODS INC	HOT DOGS 6 8/1 ALL BEEF	7024781096	2	5 LB	FOOD
SMITHFIELD FOODS INC	HOT DOGS 6 5/1 ALL BEEF	7024781304	1	10 LB	FOOD
SMITHFIELD FOODS INC	SED HAM & WATER, SMKD FC SLCD	7024781859	4	3 LB	FOOD
SMITHFIELD FOODS INC	Bologna All Meat Sliced Average .5Oz Per Slice Refrigerated	7024782141	12	1 LB	FOOD
SMITHFIELD FOODS INC	Bacon Canadian Sliced .75 Ounce Smoked Frozen	7024782149	6	2 LB	FOOD
SMITHFIELD FOODS INC	Lunchmeat Combo Pack Slice Right To Freezer - Shipped Ref/Im	7024782174	12	1 LB	FOOD
NATHANS FAMOUS INC	Hot Dog Beef Skinless 6 1 6	88313-97108	2	5 LB	FOOD
NATHANS FAMOUS INC	HOT DOG, ALL-BEEF 4:1 6" SKINLESS COOKED FROZEN V	88313-97114	2	5 LB	FOOD

Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
MEAT	MEAT - BACON	201		SUGARDALE	00838
MEAT	MEAT - BACON	298		~	7024715825
MEAT	MEAT - HAM	158		HATFIELD	02562
MEAT	MEAT - SAUSAGE BREAKFAST	312			7024713814
MEAT	MEAT - SAUSAGE BREAKFAST	209		~	7024713817
MEAT	MEAT - PHILLY STEAKS	56		PHILLY FREEDOM(R)	10000033000
MEAT	MEAT - BURGERS	189		ENTEGRA	12510
MEAT	MEAT - BURGERS	265		ENTEGRA	12514
MEAT	PLANT BASED MEAT - SAUSAGE BREAKFAST	70		BEYOND MEAT	1P03
MEAT	PLANT BASED MEAT - SAUSAGE SPECIALTY	33		BEYOND MEAT	1P08
MEAT	MEAT - TACO MEAT	154		CASA SOLANA	42620
MEAT	PLANT BASED MEAT - SAUSAGE BREAKFAST	33		IMPOSSIBLE FOODS	60-00022
MEAT	MEAT - BACON	84		~	7010006524
MEAT	MEAT - SAUSAGE SPECIALTY	20		~	7024713054
MEAT	MEAT - SAUSAGE BREAKFAST	169		~	7024713814
MEAT	MEAT - SAUSAGE BREAKFAST	147		~	7024713815
MEAT	MEAT - SAUSAGE BREAKFAST	90		~	7024713817
MEAT	MEAT - BACON	78		FARMLAND	7024712500
MEAT	MEAT - PEPPERONI & PIZZA TOPPINGS	10		~	7024717479
MEAT	MEAT - BACON	45		~	7024717484
MEAT	MEAT - SAUSAGE SMOKED	91		~	7024717521
MEAT	MEAT - HOT DOGS	201		~	7024781096
MEAT	MEAT - HOT DOGS	145		~	7024781304
MEAT	MEAT - HAM	25		~	7024781859
MEAT	MEAT - COOKED CURED PROCESSED OTHER	35		SMITHFIELD	7024782141
MEAT	MEAT - HAM	156		~	7024782149
MEAT	MEAT - COOKED CURED PROCESSED OTHER	41		~	7024782174
MEAT	MEAT - HOT DOGS	181		NATHANS FAMOUS	88313-97108
MEAT	MEAT - HOT DOGS	206		NATHANS FAMOUS	88313-97114

Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost
BACON BIT PRCK REAL	6343875	2	5 LB	Y	$62.62	11.60%	$69.88
BACON LAYOUT 18/22 SLVR MEDAL	4567210	1	15 LB	Y	$55.35	11.60%	$61.77
HAM CKD SLI 32% .05 FTR FRZ	7241434	4	2 LB	N	$30.80	11.60%	$34.37
SAUSAGE PORK PTY CKD 1.5 OZ	7421761	106	1.5 OZ	Y	$26.80	11.60%	$29.91
SAUSAGE PORK LNK CKD .8OZ	7433659	1	10LB	Y	$26.10	11.60%	$29.13
BEEF STEAK PHILLY	7358759	2	5 LB	N	$50.20	11.60%	$56.02
BEEF GRND PTY DIR SEAS 75/25	7199181	60	5.33OZ	Y	$91.20	11.60%	$101.78
BEEF GRND PTY PURE 80/20 RND	7199178	80	4 OZ	Y	$93.80	11.60%	$104.68
SAUSAGE BREAKFAST PATTY VEGAN	7117129	90	1.7 OZ	N	$60.80	11.60%	$67.85
SAUSAGE VEGETARIAN ORIG BRAT	7041556	50	3.5 OZ	Y	$78.85	11.60%	$88.00
BEEF TACO MEAT FC	0245839	4	5 LB	N	$64.97	11.60%	$72.51
SAUSAGE PATTY IMPOSSIBLE	7135261	2	5 LB	N	$77.43	11.60%	$86.41
BACON LAYFLAT APL GHP 14/17 GF	7110727	1	15 LB	Y	$58.05	11.60%	$64.78
SAUSAGE POLISH ROPE	2050698	1	10 LB	Y	$37.00	11.60%	$41.29
SAUSAGE PORK PTY CKD 1.5 OZ	7421761	106	1.5 OZ	Y	$26.80	11.60%	$29.91
SAUSAGE PORK PTY CKD MILD 2 OZ	8840035	80	2 OZ	Y	$36.50	11.60%	$40.73
SAUSAGE PORK LNK CKD .8OZ	7433659	1	10LB	Y	$26.10	11.60%	$29.13
BACON PRECOOKED SLI HEAT & EAT	2145241	2	150 CT	Y	$33.90	11.60%	$37.83
PEPPERONI SLICED 1.75 DIA	8500872	1	10 LB	Y	$38.20	11.60%	$42.63
BACON LAYFLAT CC 18/22 APL SMK	8702928	1	15LB	Y	$56.55	11.60%	$63.11
SAUSAGE SMKD MPLE BIAS CUT Z	0363709	2	5 LB	Y	$38.80	11.60%	$43.30
FRANK ALL-BEEF 8X1 6 IN	1883131	1	10 LB	Y	$34.30	11.60%	$38.28
FRANK ALL-BEEF 5X1 6	1784347	1	10 LB	Y	$34.30	11.60%	$38.28
HAM SLICED SMK W A FRSH	6636195	4	3 LB	Y	$39.84	11.60%	$44.46
BOLOGNA SLI ALL-MT .5 OZ	2054286	12	1 LB	N	$41.52	11.60%	$46.34
BACON CANADIAN SLI .75 OZ FRZN	0356024	6	2 LB	N	$47.40	11.60%	$52.90
LUNCH MEAT COMBO PACK SLI	2022846	12	1 LB	N	$39.84	11.60%	$44.46
FRANK ALL-BEEF 6X1 6 IN FZ	2431178	2	5 LB	N	$44.68	11.60%	$49.86
FRANK ALL-BEEF 4X1 6	2430951	2	5 LB	Y	$44.68	11.60%	$49.86

Notes

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
GENERAL MILLS INC+58:37:62	Yogurt French Vanilla Refrigerated	007047000323	12	6 OZ	FOOD
MICHAEL FOODS SHELL EGGS	HARDCOOKED EGG	4602585018	12	1.25 LB	FOOD
WELLS ENTERPRISES INC	NOVELTY FZ SAND ICE CRM	1313156	48	3.5 FZ	FOOD
GREAT LAKES CHEESE CO INC	CHEESE, MONTEREY JACK CHEDDAR BLEND SHREDDED FANCY	0014467	4	5 LB	FOOD
CHOBANI INC	Yogurt Greek Plain No Fat Refrigerated	013	6	32 OZ	FOOD
MICHAEL FOODS SHELL EGGS	OMELET EGG W/CHEESE IQF FLDED	7486546279	72	3.5 OZ	FOOD
MICHAEL FOODS SHELL EGGS	EGG WHL LIQUID FRSH W/CITRC	7486535081	2	20LB	FOOD
GREAT LAKES CHEESE CO INC	Cheese American White Slice 160 Count Pullman Refrigerated	0027030	4	5 LB	FOOD
J & J SNACK FOODS	ICE ITALIAN LEMON TUBE	22410	24	4 OZ	FOOD
MICHAEL FOODS SHELL EGGS	Omelet Plain 5.5" Single Fold Pasteurized Fully Cooked Table	4602515270	84	3 OZ	FOOD
GREAT LAKES CHEESE CO INC	CHEESE, BLUE CRUMBLE BAG REF	0015924	2	2.5 LB	FOOD
BLUETRITON BRANDS INC.	CHEESE CHEDDAR SHARP PRINT YEL	3002017	1	10#AVG	FOOD
LACTALIS AMERICAN GROUP DBA LACTALIS FOODSERVICE	CHEESE RICOTTA WM DELI SPOT PK	0473580	6	3 LB	FOOD
SCHREIBER FOODS INC	Cheese Colby Jack Block Refrigerated	13282	2	5 LB	FOOD
GENERAL MILLS INC	Yogurt Vanilla Low Fat Parfait Pro Pouch Gluten Free Refrige	007047016632	6	64 OZ	FOOD
GENERAL MILLS INC	Yogurt Variety Very Vanilla Blueberry Patch Light Refrigerat	007047048362	48	4 OZ	FOOD
GREAT LAKES CHEESE CO INC	Cheese Blue Crumble Refrigerated	0015925	4	5 LB	FOOD
LACTALIS AMERICAN GROUP DBA LACTALIS FOODSERVICE	CHEESE RICOTTA PS SPOT PK	0474530	2	5 LB	FOOD
MICHAEL FOODS SHELL EGGS	Egg Liquid Whole Water Added With Citric Acid Cage Free Past	1461681250	15	2 LB	FOOD
MICHAEL FOODS SHELL EGGS	Egg Patty Round 3.5" 1.5 Ounce Frozen	4602570225	160	1.5OZ	FOOD
WELLS ENTERPRISES INC	NOVELTY FZ SAND CKYCRM	1263792	24	4.5 OZ	FOOD
WELLS ENTERPRISES INC	NOVELTY FZ SAND GALORE	1264104	24	4.5 OZ	FOOD
DANONE US, LLC	Yogurt Variety Strawberry Raspberry Blueberry Light N Fit Re	11776	48	4 OZ	FOOD
KRAFT FOODS GROUP INC	Cream Cheese 1/3 Less Fat Reduced Fat Cup Refrigerated	2100061094	100	3/4 OZ	FOOD
MICHAEL FOODS SHELL EGGS	LIQUID EGGS YOLKS 2LB	4602591800	15	2LB	FOOD
LACTALIS AMERICAN GROUP DBA LACTALIS FOODSERVICE	CHEESE RICOTTA IMPASTATA W/M	0473630	2	5 LB	FOOD
MICHAEL FOODS SHELL EGGS	Egg Patty Scrambled 3.5" Round Plain Gluten Free Fully Cooke	4602585017	300	1.25OZ	FOOD
KRAFT FOODS GROUP INC	PHILLY CREAM CHEESE PC	2100061119	100	1OZ	FOOD

Product Family Description	Product Sub Family Description	Usage	Manufacturer Brand	Manu. Item Number
DAIRY	YOGURT - FRESH	102	YOPLAIT	007047000323
DAIRY	EGGS - HARD BOILED	51	PAPETTI	4602585018
DAIRY	ICE CREAM - NOVELTY	30	~	1313156
DAIRY	CHEESE - NATURAL	27	GREAT LAKES CHEESE	0014467
DAIRY	YOGURT - FRESH	22	OIKOS	57735
DAIRY	EGGS - OMELET	16	SYS CLS	7486546279
DAIRY	EGGS - LIQUID WHOLE EGGS	13	SYS CLS	7486535081
DAIRY	CHEESE - PROCESSED	12	GREAT LAKES CHEESE	0027045
DAIRY	ICE CREAM - NOVELTY	10	ARREZZIO	22410
DAIRY	EGGS - OMELET	6	PAPETTI	4602515270
DAIRY	CHEESE - NATURAL	6	GREAT LAKES CHEESE	0015924
DAIRY	CHEESE - NATURAL	5	BLOCK&BARREL	3002017
DAIRY	CHEESE - NATURAL	5	AREZZIO	0473580
DAIRY	CHEESE - NATURAL	5	PAULY	13282
DAIRY	YOGURT - FRESH	4	YOPLAIT	007047016632
DAIRY	YOGURT - FRESH	4	YOPLAIT	007047048362
DAIRY	CHEESE - NATURAL	4	GREAT LAKES CHEESE	0015925
DAIRY	CHEESE - NATURAL	4	ARREZZIO	0474530
DAIRY	EGGS - LIQUID WHOLE EGGS	3	ABBTSFD	1461681250
DAIRY	EGGS - PATTY	3	PHE	4602570225
DAIRY	ICE CREAM - NOVELTY	3	BLUE BUNNY	1263792
DAIRY	ICE CREAM - NOVELTY	2	BLUE BUNNY	1264104
DAIRY	YOGURT - FRESH	2	LIGHT & FIT	11776
DAIRY	CHEESE - CREAM CHEESE	1	PHILLY FREEDOM(R)	2100061094
DAIRY	EGGS - YOLK	1	PAPETTI	4602591800
DAIRY	CHEESE - NATURAL	1	ARREZZIO	0473630
DAIRY	EGGS - PATTY	1	PAPETTI	4602585017
DAIRY	CHEESE - CREAM CHEESE	1	PHILLY FREEDOM(R)	2100061119

Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %
YOGURT VANILLA FRCH	1154517	12	6 OZ	Y	$9.28	11.60%
EGG HARDBOILED WHL PLLW PAK	3165677	12	12 CT	Y	$25.57	11.60%
ICE CREAM SANDWICH VAN	1666155	48	3.5 FZ	Y	$21.06	11.60%
CHEESE CHEDDAR JACK FCY SHRD	7256753	4	5 LB	Y	$47.45	11.60%
YOGURT PLAIN GREEK NONFAT	0621617	6	32 OZ	Y	$25.18	11.60%
OMELET EGG W/CHEESE IQF FLDED	7360704	72	3.5 OZ	Y	$34.58	11.60%
EGG WHL LIQUID FRSH W/CITRC	2565539	2	20LB	Y	$43.71	11.60%
CHEESE AMERICAN SLI 160 PM	7256809	4	5 LB	Y	$42.95	11.60%
ICE ITALIAN LEMON TUBE	2560316	24	4 OZ	N	$16.80	11.60%
EGG OMELET PLAIN 5.5 IN	5475431	84	3 OZ	N	$33.77	11.60%
CHEESE BLUE CRUMBLE 2/2.5	7256821	2	2.5 LB	N	$15.71	11.60%
CHEESE CHEDDAR SHARP PRINT YEL	3002017	1	10#AVG	Y	$29.27	11.60%
CHEESE RICOTTA WM DELI SPOT PK	7488919	6	3 LB	N	$35.86	11.60%
CHEESE COLBY JACK LOAF	5127071	2	5 LB	Y	$27.18	11.60%
YOGURT VANILLA PARFAIT POUCH	6472502	6	4 LB	Y	$31.12	11.60%
YOGURT VARIETY LGH VAN BLUBRY	0553018	48	4 OZ	N	$22.74	11.60%
CHEESE BLUE CRUMBLE	7250583	4	5 LB	N	$61.65	11.60%
CHEESE RICOTTA PS SPOT PK	1101336	2	5 LB	N	$19.98	11.60%
EGG LIQUID WHL CITR ACID AHCCF	5169004	15	2 LB	N	$47.91	11.60%
EGG PATTY FC	7009792	160	1.5OZ	Y	$31.78	11.60%
ICE CREAM SNDW COOKIES N CRM	2109783	24	4.5 OZ	Y	$27.44	11.60%
ICE CREAM SNDWCH CHIPS GALORE	1595487	24	4.5 OZ	N	$27.44	11.60%
YOGURT STW/BLU RASP LITE& FIT	7849706	48	4 OZ	N	$17.29	11.60%
CHEESE CREAM LIGHT	3724689	100	3/4 OZ	N	$28.74	11.60%
EGG YOLK LIQ FRSH	1777309	15	2LB	N	$52.93	11.60%
CHEESE RICOTTA IMPASTATA W/M	1101324	2	5 LB	N	$21.37	11.60%
EGG PATTY RND 3.5 IN	3583242	300	1.25OZ	Y	$49.86	11.60%
CHEESE CREAM ORIG SPREAD CUP	3717279	100	1OZ	Y	$34.08	11.60%

Total Item Cost	Notes
$10.36	
$28.54	
$23.50	
$52.95	
$28.10	
$38.59	
$48.78	
$47.93	
$18.75	
$37.69	
$17.54	
$32.66	
$40.02	
$30.33	
$34.73	
$25.38	
$68.80	
$22.30	
$53.47	
$35.47	
$30.62	
$30.62	
$19.30	
$32.07	
$59.07	
$23.85	
$55.64	
$38.03	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
T W GARNER FOOD COMPA+98:238NY	Sauce Hot Original Packet	1.00003	200	7 GM	FOOD
PRODUCERS RICE MILL	SED RICE PARBOILED	R1YP259Z0	1	25 LB	FOOD
VENTURA FOODS LLC	Dressing Ranch Original Pour Bottle Refrigerated	20161HVR	6	32 OZ	FOOD
FRITO-LAY INC	Doritos Nacho RedFat	31748	72	1 OZ	FOOD
PEPSICO INC	Oatmeal Instant Variety Maple Brown Sugar Apple Cinnamon Ori	31682	64	.98 OZ	FOOD
FRITO-LAY INC	Snack Cheese Crunchy Zero Grams Trans Fat	32419	104	1 OZ	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE CHKN ULTM GF	67521938	6	1 LB	FOOD
FRITO-LAY INC	Sunchips Garden Salsa	36445	104	1 OZ	FOOD
Conagra Foods Inc	Popcorn Buttered Microwaveable	2700048060	36	3.5OZ	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE CHK ULTM LOW SOD GF	68809763	6	1 LB	FOOD
PEPSICO INC	Cereal Captain Crunch Bulk	43140	4	34 OZ	FOOD
BLUETRITON BRANDS INC.	SNACK BAR, CEREAL STRAWBRY IW	3800059772	96	1.55OZ	FOOD
MARS INC	RICE, JASMINE RAW SHELF STABLE BAG	424881	2	5 LB	FOOD
J M SMUCKER COMPANY	Syrup Breakfast	5150051009	100	1.4 OZ	FOOD
J M SMUCKER COMPANY	Peanut Butter Creamy Can	5150024331	6	4 LB	FOOD
CAMPBELL SALES COMPANY	ENTREE MACARONI & CHEESE	7486591603	4	4.5 LB	FOOD
GENERAL MILLS INC	SNACK, FRUIT ROLLUP ASSORT REDUCED SGR I	001600011561	96	0.5 OZ	FOOD
KRAFT FOODS GROUP INC	Ketchup Portion Control Foil Packet	1300098480	1000	9 GM	FOOD
NESTLE USA	Sauce Orange Zesty Ready To Use	5000054742	4	0.5 GAL	FOOD
GENERAL MILLS INC	SHC CEREAL GRANOLA OATS & HONEY BULK PK	001600027111	4	50 OZ	FOOD
MONDELEZ GLOBAL LLC	Cookie Shortbread Lorna Doone Zero Grams Trans Fat 4 Pack	1932001683	120	1 OZ	FOOD
PEPSICO INC	Cereal Life Bulk Meets School Grain Requirements	43141	4	2.5 LB	FOOD
MONDELEZ GLOBAL LLC	SNACK, BRKFST BISCUIT BLUEBRY WG	4400002908	8	8	FOOD
PEPSICO INC	SNACK BAR, GRANOLA CHEWY CHOCOLATE CHIP IW	31182	12	8CT	FOOD
GENERAL MILLS INC	SNACK BAR, GRANOLA CHEWY CHOCOLATE CHIP SS	001600011590	120	0.89 OZ	FOOD
KRAFT FOODS GROUP INC	Ketchup Upside Down Red Squeeze Bottle Forever Full	1300005020	30	20OZ	FOOD
T MARZETTI FOODSERVICE	Dressing Ranch Buttermilk	80060	4	1 GAL	FOOD
KELLOGG'S FOOD AWAY FROM HOME	ZESTA SALTINES IW	3010001008	500	2 PK	FOOD
PRODUCERS RICE MILL	Rice Basmati Long Grain	PB2556MP1	1	25 LB	FOOD
MONDELEZ GLOBAL LLC	Cookie Graham Teddy Cinnamon Zero Grams Trans Fat	1932001670	150	.75 OZ	FOOD
FRITO-LAY INC	ROLD GOLD PRETZEL TWIST BULK	37679	6	16 OZ	FOOD
GENERAL MILLS INC	Snack Bar Honey And Oat Granola .74 Ounce	001600011582	144	0.74 OZ	FOOD
FRITO-LAY INC	KETTLE CLASSIC	25115	64	1.375 OZ	FOOD
GENERAL MILLS INC	Cereal Reese's Puffs Meets School Grain Requirements	001600013255	4	35 OZ	FOOD
CALAVO FOODS INC (PROCESSED DIV)	GUACAMOLE ORIGINAL MILD	60281	12	1 LB	FOOD
CAMPBELL SALES COMPANY	Goldfish Crackers Chdr Whl Grn	1410018105	300	.75 OZ	FOOD

Manufacturer Brand Name	Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
T W GARNER FOOD COMPA+98:238NY	GROCERIES	SAUCE - PORTION PAKS/PC	82		TEXAS PETE	1.00003
PRODUCERS RICE MILL	GROCERIES	RICE	80		PRODUCERS RICE MI	R1YP259Z0
VENTURA FOODS LLC	GROCERIES	SALAD DRESSING - BULK	72		HVR	20161HVR
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	63		REDUCED FAT DORIT	31748
PEPSICO INC	GROCERIES	CEREAL - HOT	42		QUAKER	31682
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	42		CHEETOS	32419
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	SOUP - BASES	41		KNORR	67521938
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	41		FRITO-LAY	36445
Conagra Foods Inc	GROCERIES	SNACKS - SALTY	40		ORVILLE REDENBACH	2700048060
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	SOUP - BASES	36		KNORR	68809763
PEPSICO INC	GROCERIES	CEREAL - COLD	33		QUAKER CAP'N CRUN	43140
BLUETRITON BRANDS INC.	GROCERIES	SNACKS - BARS PACKAGED	31		NUTRI GRAIN	3800059772
MARS INC	GROCERIES	RICE	31		BENS ORIGINAL	424881
J M SMUCKER COMPANY	GROCERIES	SYRUPS - PANCAKE/MAPLE	30		SMUCKERS	5150051009
J M SMUCKER COMPANY	GROCERIES	PEANUT BUTTER - BULK	28		JIF	5150024331
CAMPBELL SALES COMPANY	GROCERIES	ENTREE FROZEN - PASTA	25		SYSCO CLASSIC	7486591603
GENERAL MILLS INC	GROCERIES	SNACKS - FRUIT	25		~	001600011561
KRAFT FOODS GROUP INC	GROCERIES	KETCHUP - PORTION PAKS/PC	25		HEINZ	1300098480
NESTLE USA	GROCERIES	SAUCE/GRAVY/MARINADE - ASIAN	23		MINOR	5000054742
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	22		NATURE VALLEY	001600027111
MONDELEZ GLOBAL LLC	GROCERIES	SNACKS - COOKIE PACKAGED	22		LORNA DOONE	1932001683
PEPSICO INC	GROCERIES	CEREAL - COLD	22		QUAKER LIFE	43141
MONDELEZ GLOBAL LLC	GROCERIES	SNACKS - COOKIE PACKAGED	22		BELVITA	4400002908
PEPSICO INC	GROCERIES	SNACKS - BARS PACKAGED	21		QUAKER	31182
GENERAL MILLS INC	GROCERIES	SNACKS - BARS PACKAGED	21		NATURE VALLEY	001600011590
KRAFT FOODS GROUP INC	GROCERIES	KETCHUP - BULK	20		HEINZ	1300005020
T MARZETTI FOODSERVICE	GROCERIES	SALAD DRESSING - BULK	20		MARZETTI	80060
KELLOGG'S FOOD AWAY FROM HOME	GROCERIES	SNACKS - CRACKER	19		KEEBLER	3010001008
PRODUCERS RICE MILL	GROCERIES	RICE	19		PRODUCERS RICE MI	PB2556MP1
MONDELEZ GLOBAL LLC	GROCERIES	SNACKS - COOKIE PACKAGED	18		TEDDY GRAHAM	1932001670
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	18		FRITO-LAY	37679
GENERAL MILLS INC	GROCERIES	SNACKS - BARS PACKAGED	17		NATURE VALLEY	001600011582
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	17		FRITO-LAY	25115
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	16		GENERAL MILLS	001600013255
CALAVO FOODS INC (PROCESSED DIV)	GROCERIES	APPETIZERS - TOPPINGS & DIPS	16		CALAVO	60281
CAMPBELL SALES COMPANY	GROCERIES	SNACKS - CRACKER	15		PEPPERIGDE FARM	1410018105

Manufacturer Brand Name	Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost
T W GARNER FOOD COMPA+98:238NY	SAUCE HOT TEXAS PETE	4884995	200	7 GM	Y	$13.69
PRODUCERS RICE MILL	RICE PARBOILED	4865184	1	25LB	Y	$15.73
VENTURA FOODS LLC	DRESSING RANCH ORIG POUR BTL	1967773	6	32 OZ	N	$31.41
FRITO-LAY INC	CHIP TORTILLA NACHO REDUCE FAT	6626774	72	1 OZ	Y	$25.19
PEPSICO INC	CEREAL HOT OATMEAL VARIETY	1827433	64	.98 OZ	Y	$19.56
FRITO-LAY INC	SNACK CHEESE CRUNCHY SS	8083040	104	1OZ	Y	$41.58
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE CHKN ULTM GF	4085096	6	1 LB	N	$42.65
FRITO-LAY INC	CHIP MULTIGRAIN GRDN SALSA	5073163	104	1 OZ	Y	$41.58
Conagra Foods Inc	POPCORN MICROWAVE BUTR	6188734	36	3.5OZ	N	$17.94
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE CHK ULTM LOW SOD GF	4084931	6	1 LB	Y	$45.72
PEPSICO INC	CEREAL CAP N CRUNCH	5838594	4	34 OZ	Y	$34.31
BLUETRITON BRANDS INC.	BREAKFAST BAR NUTRI-GRN STWBR	1400482	96	1.55OZ	Y	$33.98
MARS INC	RICE JASMINE INTNL BENS	7191082	2	5 LB	Y	$20.54
J M SMUCKER COMPANY	SYRUP PANCAKE & WAFFLE CUP	7346481	100	1.4 OZ	Y	$16.12
J M SMUCKER COMPANY	PEANUT BUTTER CREAMY	3086956	6	4 LB	Y	$48.90
CAMPBELL SALES COMPANY	ENTREE MACARONI & CHEESE	2491603	4	4.5 LB	Y	$41.91
GENERAL MILLS INC	SNACK FRUIT ROLLUP CRAZYCOLOR	5560271	96	.5 OZ	Y	$25.92
KRAFT FOODS GROUP INC	KETCHUP PACKET FCY	4136768	1000	9GM	Y	$29.57
NESTLE USA	SAUCE ORANGE ZSTY	7063860	4	.5GAL	Y	$44.32
GENERAL MILLS INC	CEREAL GRANOLA OATSN HNY BLKP	6690675	4	50OZ	Y	$48.74
MONDELEZ GLOBAL LLC	COOKIE LORNA DOONE	4125852	120	1 OZ	Y	$30.55
PEPSICO INC	CEREAL LIFE	4044236	4	2.5 LB	N	$37.27
MONDELEZ GLOBAL LLC	COOKIE BLUEBERRY BISCUIT	1279896	64	1.76OZ	Y	$37.45
PEPSICO INC	BAR GRANOLA CHOC CHIP CHEWY	0642860	12	8CT	N	$31.84
GENERAL MILLS INC	SNACK BAR GRANOLA CHOC CHIP	6057152	120	.89 OZ	Y	$40.65
KRAFT FOODS GROUP INC	KETCHUP SQUEEZE UPSIDE DOWN	6520779	30	20OZ	Y	$58.54
T MARZETTI FOODSERVICE	DRESSING RANCH	4278073	4	1 GAL	N	$51.73
KELLOGG'S FOOD AWAY FROM HOME	CRACKER SALTINE ZESTA	4008538	500	2 PK	Y	$18.10
PRODUCERS RICE MILL	RICE BASMATI WHITE	5364559	1	25LB	Y	$29.60
MONDELEZ GLOBAL LLC	COOKIE GRAHAM TEDDY CINNAMON	5357322	150	.75 OZ	Y	$36.71
FRITO-LAY INC	PRETZEL TINY TWIST BULK	5321841	6	16 OZ	N	$14.38
GENERAL MILLS INC	SNACK BAR GRANOLA OATS N HNY	4069720	4	36 CT	Y	$35.01
FRITO-LAY INC	CHIP POTATO KTL ORIG 40%LF	2683123	64	1.375Z	N	$40.26
GENERAL MILLS INC	CEREAL REESE PUFFS BULKPAK	9355025	4	35 OZ	Y	$51.97
CALAVO FOODS INC (PROCESSED DIV)	GUACAMOLE ORIGINAL MILD	2439438	12	1 LB	N	$43.52
CAMPBELL SALES COMPANY	CRACKER GOLDFISH WHL GRAIN	6599405	300	.75 OZ	Y	$60.59

Manufacturer Brand Name	Mark-Up %	Total Item Cost	Notes
T W GARNER FOOD COMPA+98:238NY	11.60%	$15.28	
PRODUCERS RICE MILL	11.60%	$17.55	
VENTURA FOODS LLC	11.60%	$35.05	
FRITO-LAY INC	11.60%	$28.11	
PEPSICO INC	11.60%	$21.83	
FRITO-LAY INC	11.60%	$46.40	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$47.60	
FRITO-LAY INC	11.60%	$46.40	
Conagra Foods Inc	11.60%	$20.02	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$51.02	
PEPSICO INC	11.60%	$38.29	
BLUETRITON BRANDS INC.	11.60%	$37.92	
MARS INC	11.60%	$22.92	
J M SMUCKER COMPANY	11.60%	$17.99	
J M SMUCKER COMPANY	11.60%	$54.57	
CAMPBELL SALES COMPANY	11.60%	$46.77	
GENERAL MILLS INC	11.60%	$28.93	
KRAFT FOODS GROUP INC	11.60%	$33.00	
NESTLE USA	11.60%	$49.46	
GENERAL MILLS INC	11.60%	$54.39	
MONDELEZ GLOBAL LLC	11.60%	$34.09	
PEPSICO INC	11.60%	$41.59	
MONDELEZ GLOBAL LLC	11.60%	$41.79	
PEPSICO INC	11.60%	$35.53	
GENERAL MILLS INC	11.60%	$45.37	
KRAFT FOODS GROUP INC	11.60%	$65.33	
T MARZETTI FOODSERVICE	11.60%	$57.73	
KELLOGG'S FOOD AWAY FROM HOME	11.60%	$20.20	
PRODUCERS RICE MILL	11.60%	$33.03	
MONDELEZ GLOBAL LLC	11.60%	$40.97	
FRITO-LAY INC	11.60%	$16.05	
GENERAL MILLS INC	11.60%	$39.07	
FRITO-LAY INC	11.60%	$44.93	
GENERAL MILLS INC	11.60%	$58.00	
CALAVO FOODS INC (PROCESSED DIV)	11.60%	$48.57	
CAMPBELL SALES COMPANY	11.60%	$67.62	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
GENERAL MILLS INC	SED CEREAL COCOA PUFFS	001600011999	4	35 OZ	FOOD
BUSH BROTHERS AND COMPANY	Bean Kidney Dark Red Low Sodium	01745	6	111 OZ	FOOD
CAMPBELL SALES COMPANY	Salsa Thick Chunky Medium	4156514170	4	138 OZ	FOOD
KRAFT FOODS GROUP INC	Salsa Dipping Cup	1300052840	60	2 OZ	FOOD
FRITO-LAY INC	Snack Cheese Oven Baked Crunchy Whole Grain Meets School Gra	62933	104	.875OZ	FOOD
GENERAL MILLS INC	Snack Mix Traditional	001600012400	60	1.75 Z	FOOD
DOLE FOOD COMPANY	Pineapple Tidbit In Juice Choice	00553	6	106 OZ	FOOD
MONDELEZ GLOBAL LLC	Cookie Sandwich Oreo 2-Pack	1932001540	2	60	FOOD
CAMPBELL SALES COMPANY	ENTREE STEAK SALISBURY W/GRVY	7486532948	4	4.3 LB	FOOD
DARLINGTON COOKIE CO INC DBA DARLINGTON SNACKS	SNACK, BLUEBERRY LEMON WHOLE-GRAIN-RICH SS BAG CRI	71500	108	1OZ	FOOD
GENERAL MILLS INC	SNACK BAR, CEREAL IW COCOA PUFFS	001600045577	96	1.42OZ	FOOD
KELLOGG'S FOOD AWAY FROM HOME	GRAHAM CRACKERS	3010020248	1	10 LB	FOOD
FRITO-LAY INC	Pretzel Heartzel Whole Grain Meets School Grain Requirements	15940	104	.7 OZ	FOOD
FRITO-LAY INC	Tostitos Baked Scoops	42537	72	.875OZ	FOOD
KRAFT FOODS GROUP INC	Marshmallow White	60069966116	12	1 LB	FOOD
KRAFT FOODS GROUP INC	Macaroni And Cheese Pouch Ready To Heat Microwaveable Frozen	2100070443	36	7 OZ	FOOD
KRAFT FOODS GROUP INC	Sauce Marinara Dipping Cups	1300052930	60	2 OZ	FOOD
GENERAL MILLS INC	SNACK BAR, GRANOLA CHEWY ASSORTED SS	001600011591	120	0.89 OZ	FOOD
KRAFT FOODS GROUP INC	Mayonnaise Reduced Fat With Olive Oil Plastic Jug	2100064301	4	1 GAL	FOOD
BUSH BROTHERS AND COMPANY	SDX BEANS GARBANZO LOW SALT CANNED	01701	6	111 OZ	FOOD
FRENCH'S	Sauce Cayenne Pepper Red Hot Plastic Bottle	410556011	4	1GAL	FOOD
MONDELEZ GLOBAL LLC	Cookie Oreo Sleeve Pack Zero Grams Trans Fat Bulk Pack	1932000935	24	5 OZ	FOOD
GENERAL MILLS INC	Cereal Trix	001600011963	4	32 OZ	FOOD
VENTURA FOODS LLC	Margarine Liquid Jug Refrigerated	19510GNS	2	17.5LB	FOOD
MCCORMICK & COMPANY	EXTRACT VANILLA IMIT	974397	6	16 OZ	FOOD
KRAFT FOODS GROUP INC	Pudding Vanilla Ready To Eat Handi Snacks	4300082751	4	12	FOOD
FRENCH'S	Sauce Barbecue Kansas City Classic	410539681	4	1GAL	FOOD
KRAFT FOODS GROUP INC	Mayonnaise Packet	1300053170	200	12GM	FOOD
CAMPBELL SALES COMPANY	SOUP BROCCOLI CHEESE CONC	007486535578	3	4 LB	FOOD
KRAFT FOODS GROUP INC	TOPPING MINI MARSHMALLOWS	60069966076	12	1 LB	FOOD
CAMPBELL SALES COMPANY	SOUP CHOWDER CORN CONC	7486537182	3	4 LB	FOOD
FRITO-LAY INC	Cookie Chocolate Chip Mini WG	66154	80	1.22OZ	FOOD
KRAFT FOODS GROUP INC	PC MUSTARD	1300053050	500	5.6GM	FOOD
FRENCH'S	Sauce Barbecue Original Base	410531681	4	1 GAL	FOOD
FRENCH'S	Sauce Barbecue Texas Smokey	410530981	4	152 OZ	FOOD
SCHWAN'S FOOD SERVICE INC	Potsticker Chicken Lemon Grass .8 Ounce Each Frozen	60583	3	2.5 LB	FOOD

Manufacturer Brand Name	Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	15		GENERAL MILLS	001600011999
BUSH BROTHERS AND COMPANY	GROCERIES	VEGETABLES CANNED - BEAN	15		BUSH'S BEST	01745
CAMPBELL SALES COMPANY	GROCERIES	SAUCE/GRAVY/MARINADE - MEXICAN	15		CAMPBELL	4156514170
KRAFT FOODS GROUP INC	GROCERIES	SAUCE - PORTION PAKS/PC	13		HEINZ	1300052840
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	12		CHEETOS	62933
GENERAL MILLS INC	GROCERIES	SNACKS - SALTY	11		CHEX	001600012400
DOLE FOOD COMPANY	GROCERIES	FRUIT CANNED - PINEAPPLE	10		DOLE	00553
MONDELEZ GLOBAL LLC	GROCERIES	SNACKS - COOKIE PACKAGED	10		OREO	1932001540
CAMPBELL SALES COMPANY	GROCERIES	ENTREE FROZEN - BEEF	10		SYSCO CLASSIC	7486532948
DARLINGTON COOKIE CO INC DBA DARLINGTON SNACKS	GROCERIES	SNACKS - OTHER	10		APPLEWAYS	71500
GENERAL MILLS INC	GROCERIES	SNACKS - BARS PACKAGED	9		GENERAL MILLS	001600045577
KELLOGG'S FOOD AWAY FROM HOME	GROCERIES	SNACKS - CRACKER	9		KELLOGG	3010020248
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	9		ROLD GOLD	15940
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	9		TOSTITOS BAKED	42537
KRAFT FOODS GROUP INC	GROCERIES	DESSERT - TOPPINGS	9		KRAFT	60069966116
KRAFT FOODS GROUP INC	GROCERIES	ENTREE FROZEN - PASTA	8		KRAFT	2100070443
KRAFT FOODS GROUP INC	GROCERIES	SAUCE - PORTION PAKS/PC	8		HEINZ	1300052930
GENERAL MILLS INC	GROCERIES	SNACKS - BARS PACKAGED	8		NATURE VALLEY	001600011591
KRAFT FOODS GROUP INC	GROCERIES	MAYONNAISE - BULK	8		KRAFT	2100064301
BUSH BROTHERS AND COMPANY	GROCERIES	VEGETABLES CANNED - BEAN	7		BUSH'S BEST	01701
FRENCH'S	GROCERIES	SAUCE/GRAVY/MARINADE - OTHER/SPE	7		FRANK'S	410556011
MONDELEZ GLOBAL LLC	GROCERIES	SNACKS - COOKIE PACKAGED	7		NABISCO	1932000935
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	7		GENERAL MILLS	001600011963
VENTURA FOODS LLC	GROCERIES	MARGARINE	7		GOLD-N-SWEET	19510GNS
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	7		SYSCO CLASSIC	974397
KRAFT FOODS GROUP INC	GROCERIES	PUDDINGS	7		HANDI SNACK	4300082751
FRENCH'S	GROCERIES	SAUCE/GRAVY/MARINADE - BBQ	7		CATTLEMEN'S	410539681
KRAFT FOODS GROUP INC	GROCERIES	MAYONNAISE - PORTION PAKS/PC	6		HEINZ	1300053170
CAMPBELL SALES COMPANY	GROCERIES	SOUP - FROZEN	6		SYSCO	007486535578
KRAFT FOODS GROUP INC	GROCERIES	DESSERT - TOPPINGS	6		JETPUFF	60069966076
CAMPBELL SALES COMPANY	GROCERIES	SOUP - FROZEN	6		SYS IMP	7486537182
FRITO-LAY INC	GROCERIES	SNACKS - COOKIE PACKAGED	6		GRANDMA'S	66154
KRAFT FOODS GROUP INC	GROCERIES	MUSTARD - PORTION PAKS/PC	6		HEINZ	1300053050
FRENCH'S	GROCERIES	SAUCE/GRAVY/MARINADE - BBQ	6		CATTLEMEN'S	410539681
FRENCH'S	GROCERIES	SAUCE/GRAVY/MARINADE - BBQ	6		CATTLEMEN'S	410530981
SCHWAN'S FOOD SERVICE INC	GROCERIES	APPETIZERS - ORIENTAL	6		CHEF ONE	60583

Manufacturer Brand Name	Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost
GENERAL MILLS INC	CEREAL COCOA PUFFS BULKPAK	4375416	4	35 OZ	Y	$51.97
BUSH BROTHERS AND COMPANY	BEAN KIDNEY DK RED LOW SODIUM	0075079	6	#10	Y	$31.50
CAMPBELL SALES COMPANY	SALSA THICK & CHUNKY MEDIUM	5111869	4	138 OZ	Y	$51.55
KRAFT FOODS GROUP INC	SALSA DIPPING CUP	9746306	60	2 OZ	Y	$31.34
FRITO-LAY INC	SNACK CHEESE CRUNCHY BKD WHL	4360762	104	.875OZ	Y	$36.38
GENERAL MILLS INC	SNACK MIX CHEX TRDTNL FLVR	7592348	60	1.75 Z	Y	$29.19
DOLE FOOD COMPANY	PINEAPPLE TIDBIT JCE FCY	4106498	6	#10	Y	$61.79
MONDELEZ GLOBAL LLC	COOKIE SANDWICH OREO	7662265	120	2 CT	Y	$25.69
CAMPBELL SALES COMPANY	ENTREE STEAK SALISBURY W/GRVY	2491587	4	4.3 LB	Y	$57.87
DARLINGTON COOKIE CO INC DBA DARLINGTON SNACKS	COOKIE BLUEBERRY LMN BITE WG	4504144	108	1OZ	Y	$28.80
GENERAL MILLS INC	BREAKFAST BAR COCOA PUFFS	1898891	96	1.42OZ	Y	$25.76
KELLOGG'S FOOD AWAY FROM HOME	CRACKER GRAHAM HONEY	4008116	1	10 LB	Y	$33.21
FRITO-LAY INC	PRETZEL TWIST HEARTZELS	1746093	104	.7 OZ	N	$36.38
FRITO-LAY INC	CHIP TORTILLA SCOOPS BAKED	6510388	72	.875OZ	Y	$25.19
KRAFT FOODS GROUP INC	MARSHMALLOW REGULAR	5060603	12	1 LB	N	$16.40
KRAFT FOODS GROUP INC	MACARONI AND CHEESE POUCH	8538852	36	7 OZ	Y	$41.38
KRAFT FOODS GROUP INC	SAUCE MARINARA DIPPING CUP	4560850	60	2 OZ	Y	$29.24
GENERAL MILLS INC	SNACK BAR GRANOLA VARIETY PAK	6056741	120	.89 OZ	Y	$40.65
KRAFT FOODS GROUP INC	MAYONNAISE LITE	3716685	4	1 GAL	Y	$68.29
BUSH BROTHERS AND COMPANY	BEAN GARBANZO LOW SODIUM	0075048	6	#10	Y	$31.50
FRENCH'S	SAUCE PEPPER CAYENNE RED HOT	7524051	4	1GAL	Y	$45.30
MONDELEZ GLOBAL LLC	COOKIE SANDWICH OREO 5 OZ	4008215	24	5 OZ	Y	$55.72
GENERAL MILLS INC	CEREAL TRIX BULKPAK	4297271	4	32 OZ	Y	$49.18
VENTURA FOODS LLC	MARGARINE LIQ	7673726	2	17.5LB	N	$30.13
MCCORMICK & COMPANY	EXTRACT VANILLA IMIT	5239371	6	16 OZ	Y	$23.88
KRAFT FOODS GROUP INC	PUDDING VANILLA SNACK 3.5 OZ	8759060	12	4 CT	N	$19.30
FRENCH'S	SAUCE BBQ CLASSIC KANSAS CITY	4530697	4	1 GAL	Y	$44.54
KRAFT FOODS GROUP INC	MAYONNAISE PACKET	4534319	200	12GM	Y	$19.30
CAMPBELL SALES COMPANY	SOUP BROCCOLI CHEESE CONC	2582229	3	4 LB	Y	$37.18
KRAFT FOODS GROUP INC	MARSHMALLOW MINI WHITE	8694424	12	1 LB	Y	$16.20
CAMPBELL SALES COMPANY	SOUP CHOWDER CORN CONC	6234314	3	4 LB	Y	$31.56
FRITO-LAY INC	COOKIE CHOC CHIP MINI WG RICH	7021474	80	1.22OZ	Y	$34.09
KRAFT FOODS GROUP INC	MUSTARD YELLOW PACKETS MILD	4006649	500	5.6GM	Y	$15.96
FRENCH'S	SAUCE BBQ CLASSIC KANSAS CITY	4530697	4	1GAL	Y	$44.54
FRENCH'S	SAUCE BBQ SMOKEY	4005559	4	1GAL	Y	$41.06
SCHWAN'S FOOD SERVICE INC	APTZR POTSTICKER CH LEMONGRAS	7111730	150	0.8 OZ	Y	$31.56

Manufacturer Brand Name	Mark-Up %	Total Item Cost	Notes
GENERAL MILLS INC	11.60%	$58.00	
BUSH BROTHERS AND COMPANY	11.60%	$35.15	
CAMPBELL SALES COMPANY	11.60%	$57.53	
KRAFT FOODS GROUP INC	11.60%	$34.98	
FRITO-LAY INC	11.60%	$40.60	
GENERAL MILLS INC	11.60%	$32.58	
DOLE FOOD COMPANY	11.60%	$68.96	
MONDELEZ GLOBAL LLC	11.60%	$28.67	
CAMPBELL SALES COMPANY	11.60%	$64.58	
DARLINGTON COOKIE CO INC DBA DARLINGTON SNACKS	11.60%	$32.14	
GENERAL MILLS INC	11.60%	$28.75	
KELLOGG'S FOOD AWAY FROM HOME	11.60%	$37.06	
FRITO-LAY INC	11.60%	$40.60	
FRITO-LAY INC	11.60%	$28.11	
KRAFT FOODS GROUP INC	11.60%	$18.30	
KRAFT FOODS GROUP INC	11.60%	$46.18	
KRAFT FOODS GROUP INC	11.60%	$32.63	
GENERAL MILLS INC	11.60%	$45.37	
KRAFT FOODS GROUP INC	11.60%	$76.21	
BUSH BROTHERS AND COMPANY	11.60%	$35.15	
FRENCH'S	11.60%	$50.55	
MONDELEZ GLOBAL LLC	11.60%	$62.18	
GENERAL MILLS INC	11.60%	$54.88	
VENTURA FOODS LLC	11.60%	$33.63	
MCCORMICK & COMPANY	11.60%	$26.65	
KRAFT FOODS GROUP INC	11.60%	$21.54	
FRENCH'S	11.60%	$49.71	
KRAFT FOODS GROUP INC	11.60%	$21.54	
CAMPBELL SALES COMPANY	11.60%	$41.49	
KRAFT FOODS GROUP INC	11.60%	$18.08	
CAMPBELL SALES COMPANY	11.60%	$35.22	
FRITO-LAY INC	11.60%	$38.04	
KRAFT FOODS GROUP INC	11.60%	$17.81	
FRENCH'S	11.60%	$49.71	
FRENCH'S	11.60%	$45.82	
SCHWAN'S FOOD SERVICE INC	11.60%	$35.22	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
J M SMUCKER COMPANY	Peanut Butter Creamy	5150025516	12	16 OZ	FOOD
VENTURA FOODS LLC	Dressing French With Honey Bottle	20168HVR	6	32 OZ	FOOD
MCCAIN FOODS	POTATO H/BRN TRIANGLE 2 OZ	1000006127	6	5 LB	FOOD
FRENCH'S	Mustard Yellow Squeeze Bottle	417567741	12	12 OZ	FOOD
KRAFT FOODS GROUP INC	Relish Sweet Easy Squeeze	1300000137	12	12.7 OZ	FOOD
KRAFT FOODS GROUP INC	SAUCE BBQ DIP CUP	7486561334	200	1 OZ	FOOD
PRODUCERS RICE MILL	Rice Long Grain And Wild Seasoned	P1YW363C1	6	36 OZ	FOOD
GENERAL MILLS INC	Cereal Honey Nut Cheerios Bowl	001600011918	96	1 OZ	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE BEEF ULTM LOW SOD GF	68937915	6	1 LB	FOOD
KRAFT FOODS GROUP INC	Mustard Dspnsr Pack TFF	1300065200	2	1.5 GAL	FOOD
JOHN B SANFILIPPO & SONS INC	PECAN PCS MEDIUM FCY RAW	S4645396	3	2 LB	FOOD
MCCORMICK & COMPANY	SPICE CINNAMON GROUND KORINTJI	974257	6	1 LB	FOOD
ACH FOOD COMPANIES INC	STARCH, CORN 100% PURE	10761720071325	24	1LB	FOOD
MCCORMICK & COMPANY	SPICE GARLIC PWDR	900010605	6	21 OZ	FOOD
VENTURA FOODS LLC	SHORTENING, FRYING CANOLA LIQUID CLEAR OIL	58503CHP	1	35 LB	FOOD
MCCORMICK & COMPANY	SPICE CUMIN GRND	974266	6	14 OZ	FOOD
CAMPBELL SALES COMPANY	SOUP CREAM OF POTATO CONC	007486535556	3	4 LB	FOOD
BARILLA AMERICA INC	Pasta Orzo	007680804956	16	1 LB	FOOD
VENTURA FOODS LLC	SPREAD BTTRY WHIPPED 64% TFF	17339SBN	600	5 GM	FOOD
KRAFT FOODS GROUP INC	Pudding Mix Vanilla Instant	4300083272	12	28 OZ	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE BEEF ULTM GLUTEN FRE	67521942	6	1 LB	FOOD
MCCORMICK & COMPANY	Seasoning Taco	930269	3	6 LB	FOOD
VENTURA FOODS LLC	SPREAD, VEGETABLE OIL SOLID VEGAN TFF TUB REF SALT	17338SBN	6	5 LB	FOOD
BARILLA AMERICA INC	Pasta Macaroni Elbow	007680852047	2	10 LB	FOOD
MCCORMICK & COMPANY	SPICE ONION POWDER	974307	6	20 OZ	FOOD
GENERAL MILLS INC	SED BAGELS MINI STRAWBERRY CREAMY CHEESE	001800038413	72	2.43 OZ	FOOD
HORMEL FOODS CORPORATION	Trail Mix Nut Chocolate	123462	72	2 OZ	FOOD
T MARZETTI FOODSERVICE	SDX DRESSING BUTTERMILK RANCH P/PKTS	81992	120	1.5 OZ	FOOD
MCILHENNY COMPANY	TABASCO SRIRACHA SAUCE	00832	6	20 OZ	FOOD
VENTURA FOODS LLC	Dressing Balsamic Olive Vinaigrette Light	20165HVR	6	32 OZ	FOOD
B & G FOODS INC	SHC CEREAL CREAM OF WHEAT QUICK 2.5MINUT	80101379	12	28 OZ	FOOD
MCCORMICK & COMPANY	SPICE PEPPER BLK GRND PURE	900010607	6	18 OZ	FOOD
KRAFT FOODS GROUP INC	Mustard Yellow Upside Down	1300000731	16	13 OZ	FOOD
DEL MONTE CORPORATION	FRUIT MXD CUP IN JCE 100%	2005444	72	4 OZ	FOOD
HERSHEY FOODS CORPORATION	Syrup Strawberry Ready To Use Plastic Bottle	3400031800	12	22 OZ	FOOD
GENERAL MILLS INC	GRANOLA OATHNY BULK	001600037854	4	50 OZ	FOOD

Manufacturer Brand Name	Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
J M SMUCKER COMPANY	GROCERIES	PEANUT BUTTER - BULK	6		JIF	5150025516
VENTURA FOODS LLC	GROCERIES	SALAD DRESSING - BULK	6		HVR	20168HVR
MCCAIN FOODS	GROCERIES	VEGETABLES PROCESSED - FRENCH FI	5		OREIDA	OIF00049A
FRENCH'S	GROCERIES	MUSTARD - BULK	5		FRENCH'S	417567741
KRAFT FOODS GROUP INC	GROCERIES	RELISH - BULK	5		hEINZ	1300000137
KRAFT FOODS GROUP INC	GROCERIES	SAUCE - PORTION PAKS/PC	5		HSE REC	7486561334
PRODUCERS RICE MILL	GROCERIES	RICE	5		PRODUCERS RICE MI	P1YW363C1
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	4		GENERAL MILLS	001600011918
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	SOUP - BASES	4		KNORR	68937915
KRAFT FOODS GROUP INC	GROCERIES	MUSTARD - BULK	4		HEINZ	1300065200
JOHN B SANFILIPPO & SONS INC	GROCERIES	NUTS	4		SYSCO	S4645396
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	4		SYS IMP	974257
ACH FOOD COMPANIES INC	GROCERIES	BAKING - FOOD STARCH	4		ARGO	10761720071325
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	3.17		SYS IMP	900010605
VENTURA FOODS LLC	GROCERIES	OILS	3		CHEF'S PRIDE	58503CHP
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	3		SYS IMP	974266
CAMPBELL SALES COMPANY	GROCERIES	SOUP - FROZEN	3		SYSCO	007486535556
BARILLA AMERICA INC	GROCERIES	PASTA - OTHER/SPECIALTY	3		BARILLA	007680804956
VENTURA FOODS LLC	GROCERIES	MARGARINE	3		SMART BALANCE	17339SBN
KRAFT FOODS GROUP INC	GROCERIES	PUDDINGS	3		JELLO	4300083272
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	GRAVIES & BASES - BEEF	3		KNORR	67521942
MCCORMICK & COMPANY	GROCERIES	SEASONINGS	3		MCCORMICK	930269
VENTURA FOODS LLC	GROCERIES	MARGARINE	3		SMART BALANCE	17338SBN
BARILLA AMERICA INC	GROCERIES	PASTA - MACARONI	3		BARILLA	007680852047
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	2.17		SYS IMP	974307
GENERAL MILLS INC	GROCERIES	ENTREE FROZEN - BREAKFAST ITEMS	2		PILLSBURY	001800038413
HORMEL FOODS CORPORATION	GROCERIES	SNACKS - OTHER	2		PLANTERS	123462
T MARZETTI FOODSERVICE	GROCERIES	SALAD DRESSING - PORTION PAKS/PC	2		MARZETTI	81992
MCILHENNY COMPANY	GROCERIES	SAUCE/GRAVY/MARINADE - ASIAN	2		TABASCO	00832
VENTURA FOODS LLC	GROCERIES	SALAD DRESSING - BULK	2		HVR	20165HVR
B & G FOODS INC	GROCERIES	CEREAL - HOT	2		CRMOWHT	80101379
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	2		SYS IMP	900010607
KRAFT FOODS GROUP INC	GROCERIES	MUSTARD - BULK	2		HEINZ	1300000731
DEL MONTE CORPORATION	GROCERIES	FRUIT CANNED - BLEND/MIX	2		DEL MONTE	2005444
HERSHEY FOODS CORPORATION	GROCERIES	DESSERT - TOPPINGS	2		HERSHEYS	3400031800
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	2		NATURE VALLEY	001600037854

Manufacturer Brand Name	Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost
J M SMUCKER COMPANY	PEANUT BUTTER CREAMY	2185229	12	16 OZ	Y	$28.80
VENTURA FOODS LLC	DRESSING FRENCH HONEY POUR BT	1967692	6	32 OZ	N	$30.09
MCCAIN FOODS	POTATO HASH BRN TRIANG 2OZ	0041543	6	5LB	N	$40.47
FRENCH'S	MUSTARD YELLOW SQZ CLS	4736070	12	12OZ	Y	$16.69
KRAFT FOODS GROUP INC	RELISH SWT EASY SQUEEZE BTL	4885970	12	12.7OZ	Y	$19.42
KRAFT FOODS GROUP INC	SAUCE BBQ DIP CUP	3132032	200	1OZ	Y	$24.10
PRODUCERS RICE MILL	RICE LONG GRAIN AND WILD BLEND	6777965	6	36 OZ	Y	$33.40
GENERAL MILLS INC	CEREAL CHEERIOS HNYNUT GLTN FF	4044558	96	1 OZ	Y	$44.34
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE BEEF ULTM LOW SOD GF	4084945	6	1 LB	Y	$47.47
KRAFT FOODS GROUP INC	MUSTARD YELLOW POUCH DISP	7938939	2	1.5 GA	Y	$32.02
JOHN B SANFILIPPO & SONS INC	PECAN PCS MEDIUM FCY RAW	4645396	3	2 LB	Y	$80.46
MCCORMICK & COMPANY	SPICE CINNAMON GROUND KORINTJ	5228630	6	1 LB	N	$100.08
ACH FOOD COMPANIES INC	CORN STARCH	1751746	24	1LB	Y	$33.62
MCCORMICK & COMPANY	SPICE GARLIC PWDR	9806449	6	21OZ	Y	$101.52
VENTURA FOODS LLC	SHORTENING FRY CANOLA CLR ZTF	4687491	1	35 LB	Y	$32.89
MCCORMICK & COMPANY	SPICE CUMIN GRND	5228713	6	14 OZ	Y	$68.16
CAMPBELL SALES COMPANY	SOUP CREAM OF POTATO CONC	2582005	3	4 LB	Y	$29.03
BARILLA AMERICA INC	PASTA ORZO	4942744	16	1 LB	Y	$23.52
VENTURA FOODS LLC	MARGARINE SOFT BUTRY SPREAD	6631347	600	5 GM	Y	$22.60
KRAFT FOODS GROUP INC	PUDDING MIX VANILLA INST	4780540	12	28 OZ	Y	$49.44
UNILEVER BESTFOODS FOODSERVICE UBF	SOUP BASE BEEF ULTM GLUTEN FRE	4084925	6	1 LB	N	$45.50
MCCORMICK & COMPANY	MIX SEASONING TACO	5417795	3	6 LB	Y	$96.25
VENTURA FOODS LLC	MARGARINE SOFT BUTRY SPRD TUB	6631305	6	5 LB	Y	$54.46
BARILLA AMERICA INC	PASTA MACARONI ELBOW	9688367	2	10 LB	Y	$22.00
MCCORMICK & COMPANY	SPICE ONION POWDER	5229125	6	20 OZ	Y	$50.46
GENERAL MILLS INC	BAGEL STRAWBERRY MINI	3282809	72	2.43OZ	Y	$40.90
HORMEL FOODS CORPORATION	SNACK TRAIL MIX NUT & CHOC	3259860	72	2 OZ	N	$52.77
T MARZETTI FOODSERVICE	DRESSING RANCH BTRM PACKET	5274899	120	1.5 OZ	Y	$27.95
MCILHENNY COMPANY	SAUCE TABASCO SRIRACHA	4190165	6	20 OZ	Y	$19.62
VENTURA FOODS LLC	DRESSING VINAIGRETTE BALS LITE	1967746	6	32 OZ	N	$34.08
B & G FOODS INC	CEREAL CREAM OF WHEAT 2.5 MIN	5830569	12	28 OZ	Y	$39.70
MCCORMICK & COMPANY	SPICE PEPPER BLK GRND PURE	9806415	6	18 OZ	Y	$105.66
KRAFT FOODS GROUP INC	MUSTARD YELLOW UPSIDE DWN SQ	7783212	16	13 OZ	Y	$30.06
DEL MONTE CORPORATION	FRUIT CUP MIXED	7199112	72	4 OZ	Y	$48.12
HERSHEY FOODS CORPORATION	SYRUP STRAWBERRY	6208961	12	22 OZ	N	$40.45
GENERAL MILLS INC	CEREAL GRANOLA OATS N HNY PARI	1310768	4	50 OZ	Y	$56.06

Manufacturer Brand Name	Mark-Up %	Total Item Cost	Notes
J M SMUCKER COMPANY	11.60%	$32.14	
VENTURA FOODS LLC	11.60%	$33.57	
MCCAIN FOODS	11.60%	$45.16	
FRENCH'S	11.60%	$18.63	
KRAFT FOODS GROUP INC	11.60%	$21.67	
KRAFT FOODS GROUP INC	11.60%	$26.90	
PRODUCERS RICE MILL	11.60%	$37.27	
GENERAL MILLS INC	11.60%	$49.48	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$52.98	
KRAFT FOODS GROUP INC	11.60%	$35.73	
JOHN B SANFILIPPO & SONS INC	11.60%	$89.79	
MCCORMICK & COMPANY	11.60%	$111.69	
ACH FOOD COMPANIES INC	11.60%	$37.52	
MCCORMICK & COMPANY	11.60%	$113.30	
VENTURA FOODS LLC	11.60%	$36.71	
MCCORMICK & COMPANY	11.60%	$76.07	
CAMPBELL SALES COMPANY	11.60%	$32.40	
BARILLA AMERICA INC	11.60%	$26.25	
VENTURA FOODS LLC	11.60%	$25.22	
KRAFT FOODS GROUP INC	11.60%	$55.18	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$50.78	
MCCORMICK & COMPANY	11.60%	$107.41	
VENTURA FOODS LLC	11.60%	$60.78	
BARILLA AMERICA INC	11.60%	$24.55	
MCCORMICK & COMPANY	11.60%	$56.31	
GENERAL MILLS INC	11.60%	$45.64	
HORMEL FOODS CORPORATION	11.60%	$58.89	
T MARZETTI FOODSERVICE	11.60%	$31.19	
MCILHENNY COMPANY	11.60%	$21.90	
VENTURA FOODS LLC	11.60%	$38.03	
B & G FOODS INC	11.60%	$44.31	
MCCORMICK & COMPANY	11.60%	$117.92	
KRAFT FOODS GROUP INC	11.60%	$33.55	
DEL MONTE CORPORATION	11.60%	$53.70	
HERSHEY FOODS CORPORATION	11.60%	$45.14	
GENERAL MILLS INC	11.60%	$62.56	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
MCCORMICK & COMPANY	SPICE OREGANO LEAF WH	974412	6	5OZ	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	MIX, GRAVY BEEF SHELF STABLE INSTANT ADD WATER	84129471	8	12.16Z	FOOD
UNILEVER BESTFOODS FOODSERVICE UBF	MIX GRAVY CHKN INST	84129474	8	16 OZ	FOOD
MICHAEL FOODS SHELL EGGS	Potato Sweet Mashed Refrigerated	2016917700	4	6 LB	FOOD
FRITO-LAY INC	Pretzel Twist Tiny Fat Free Fun Size	19132	120	0.5 OZ	FOOD
KRAFT FOODS GROUP INC	TOMATO, PASTE 26% LIGHT NO SALT ADDED CANNED	1300057310	6	#10	FOOD
MCCORMICK & COMPANY	SPICE, PAPRIKA GROUND SMOKED PLASTIC BOTTLE SHELF	900032340	6	17 OZ.	FOOD
MCCORMICK & COMPANY	SPICE CINNAMON STICK	974259	6	8 OZ	FOOD
DOMINO FOODS INC	SUGAR, WHITE RAW CANE .11 OZ SS PACKET SPECIAL PRI	413696	2000	.11 OZ	FOOD
KELLOGG'S FOOD AWAY FROM HOME	Cracker Medley Assorted Buttercrisp Sesame Wheat Town House	3010037739	25	4.64OZ	FOOD
J M SMUCKER COMPANY	Seasoning Salt	5150000774	200	.5OZ	FOOD
MCCORMICK & COMPANY	SEASONING ROTISSERIE CHKN	974216	6	24 OZ	FOOD
FRENCH'S	Onion French Fried Reclosable Pouch	412200610	6	24 OZ	FOOD
LYONS-MAGNUS	TOPPING CARAMEL	0477	6	#5	FOOD
KRAFT FOODS GROUP INC	PC KETCHUP	1300098010	500	9 GM	FOOD
GENERAL MILLS INC	Cereal Cinnamon Toast Crunch Bowl Pack Meets School Grain Re	001600011815	96	1 OZ	FOOD
MCCORMICK & COMPANY	EXTRACT VANILLA IMIT	974398	6	32OZ	FOOD
MCCORMICK & COMPANY	SPICE GINGER GRND	901431383	6	12.5OZ	FOOD
HERSHEY FOODS CORPORATION	Cocoa Natural 10-13% Fat Bulk	3400063505	6	5 LB	FOOD
MCCORMICK & COMPANY	SEASONING TACO	974371	6	24 OZ	FOOD
KRAFT FOODS GROUP INC	SAUCE STEAK A1 TABLE BOTTLE	5440000052	12	10 OZ	FOOD
J & J SNACK FOODS	Pretzel Soft Bites Frozen	3085	350	0.31 OZ	FOOD
CLOROX SALES COMPANY	Dressing Ranch Original Mix Bag In Box	05200	1	20 LB	FOOD
AMERICAN ROLAND BRUNO SCHEIDT VEGA	PEPPER JALAPENO SLI	45772	4	1 GAL	FOOD
KRAFT FOODS GROUP INC	Mustard Dijon Packet	5440001131	200	.25 OZ	FOOD
CAMPBELL SALES COMPANY	Salsa Thick Chunky Mild	4156514070	4	138 OZ	FOOD
CAMPBELL SALES COMPANY	Cracker Goldfish Cheddar Whole Grain Meets School Grain Requ	001410005478	6	26.3OZ	FOOD
MCCORMICK & COMPANY	SPICE BASIL LEAVES	974227	6	5OZ	FOOD
KEN'S FOODS INC	Dressing Italian Fat Free	KE0807	4	1 GAL	FOOD
AMERICAN ROLAND BRUNO SCHEIDT VEGA	Olive Kalamata Greek Pitted Average 230-260 Count Plastic K	71778	6	2 KILO	FOOD
MCCORMICK & COMPANY	SPICE PAPRIKA DOM GRND	974086	6	1LB	FOOD
SUGAR FOODS CORPORATION	Crouton Seasoned Herb Homestyle	74460	8	2.25 LB	FOOD
MCCORMICK & COMPANY	SPICE PEPPER RED CRUSHED	900010608	6	13 OZ	FOOD
DIAMOND CRYSTAL BRANDS	Salt Packet	14353	3000	0.6 GM	FOOD
MCCORMICK & COMPANY	SPICE SESAME SEED WHL WHITE	900950261	6	16OZ	FOOD

Manufacturer Brand Name	Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	2		SYS IMP	974412
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	SAUCE/GRAVY/MARINADE - MIXES	2		LE GOUT	84129471
UNILEVER BESTFOODS FOODSERVICE UBF	GROCERIES	SAUCE/GRAVY/MARINADE - MIXES	2		LE GOUT	84129474
MICHAEL FOODS SHELL EGGS	GROCERIES	VEGETABLES PROCESSED - OTHER	2		NORTHERN STAR	2016917700
FRITO-LAY INC	GROCERIES	SNACKS - SALTY	2		ROLD GOLD	19132
KRAFT FOODS GROUP INC	GROCERIES	FRUIT CANNED - TOMATO	2		HEINZ	1300057310
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1.17		MCCORMICK	900032340
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1.17		SYS IMP	974259
DOMINO FOODS INC	GROCERIES	SUGAR - PORTION PAKS/PC	1		STRS	413696
KELLOGG'S FOOD AWAY FROM HOME	GROCERIES	SNACKS - CRACKER	1		KELLOGG	3010037739
J M SMUCKER COMPANY	GROCERIES	JELLY - PORTION PAKS/PC	1		SMUCKER'S	5150000774
MCCORMICK & COMPANY	GROCERIES	SEASONINGS	1		SYS IMP	974216
FRENCH'S	GROCERIES	VEGETABLES PROCESSED - OTHER	1		FRENCH'S	412200610
LYONS-MAGNUS	GROCERIES	DESSERT - TOPPINGS	1		SYSCO CLASSIC	0477
KRAFT FOODS GROUP INC	GROCERIES	KETCHUP - PORTION PAKS/PC	1		HEINZ	1300098010
GENERAL MILLS INC	GROCERIES	CEREAL - COLD	1		GENERAL MILLS	001600011815
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYSCO CLASSIC	974398
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYS IMP	901431383
HERSHEY FOODS CORPORATION	GROCERIES	BAKING - CHOCOLATE	1		HEATH	3400063505
MCCORMICK & COMPANY	GROCERIES	SEASONINGS	1		SYS IMP	974371
KRAFT FOODS GROUP INC	GROCERIES	MUSTARD - BULK	1		GREY POUPON	5440000052
J & J SNACK FOODS	GROCERIES	APPETIZERS - NON BREADED OTHER	1		SUPERPRETZEL J&J	3085
CLOROX SALES COMPANY	GROCERIES	SALAD DRESSING - BULK	1		HIDDEN VALLEY	05200
AMERICAN ROLAND BRUNO SCHEIDT VEGA	GROCERIES	VEGETABLES CANNED - PEPPER	1		~	45772
KRAFT FOODS GROUP INC	GROCERIES	MUSTARD - PORTION PAKS/PC	1		GREY POUPON	5440001131
CAMPBELL SALES COMPANY	GROCERIES	SAUCE/GRAVY/MARINADE - MEXICAN	1		CAMPBELL	4156514070
CAMPBELL SALES COMPANY	GROCERIES	SNACKS - CRACKER	1		PEPPERIGDE FARM	001410005478
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYS IMP	974227
KEN'S FOODS INC	GROCERIES	SALAD DRESSING - BULK	1		~	4132100453
AMERICAN ROLAND BRUNO SCHEIDT VEGA	GROCERIES	FRUIT CANNED - OLIVES	1		~	71778
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYSCO CLASSIC	974086
SUGAR FOODS CORPORATION	GROCERIES	CROUTONS	1		FRESH GOURMET	74460
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYS IMP	900010608
DIAMOND CRYSTAL BRANDS	GROCERIES	SALT - PORTION PAKS/PC	1		DYMA	14353
MCCORMICK & COMPANY	GROCERIES	SPICES/HERBS	1		SYS IMP	900950261

Manufacturer Brand Name	Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost
MCCORMICK & COMPANY	SPICE OREGANO LEAF WH	5264312	6	5OZ	Y	$48.06
UNILEVER BESTFOODS FOODSERVICE UBF	MIX GRAVY BEEF INST	7452543	8	12.16Z	Y	$31.68
UNILEVER BESTFOODS FOODSERVICE UBF	MIX GRAVY CHKN INST	7452600	8	16 OZ	Y	$36.93
MICHAEL FOODS SHELL EGGS	POTATO MASHED SWEET	2039675	4	6 LB	Y	$32.04
FRITO-LAY INC	PRETZEL TINY TWIST	2883049	120	.5 OZ	N	$25.74
KRAFT FOODS GROUP INC	TOMATO PASTE NON GMO	4041653	6	#10	N	$46.14
MCCORMICK & COMPANY	SPICE PAPRIKA SMK	5806750	6	17 OZ.	N	$100.50
MCCORMICK & COMPANY	SPICE CINNAMON STICK	5228648	6	8OZ	Y	$106.02
DOMINO FOODS INC	SUGAR GRANULATED PKT	4879710	2000	.11 OZ	Y	$13.50
KELLOGG'S FOOD AWAY FROM HOME	CRACKER ASST MEDLEY SLEEVES	4730883	25	4.64OZ	N	$45.26
J M SMUCKER COMPANY	JELLY ASST CUP GRAP SB MIXFRT	4043899	200	.5OZ	Y	$14.98
MCCORMICK & COMPANY	SEASONING ROTISSERIE CHKN	7228943	6	24OZ	Y	$89.70
FRENCH'S	ONION PIECES FRENCH FRIED	4030730	6	24OZ	Y	$43.71
LYONS-MAGNUS	TOPPING CARAMEL	4821591	6	#5	Y	$41.83
KRAFT FOODS GROUP INC	KETCHUP PACKET FCY	4407060	500	9 GM	N	$19.00
GENERAL MILLS INC	CEREAL CINNAMON TST CRUN BWLF	4119723	96	1 OZ	Y	$46.86
MCCORMICK & COMPANY	EXTRACT VANILLA IMIT	5239389	6	32OZ	Y	$31.20
MCCORMICK & COMPANY	SPICE GINGER GRND	4827832	6	12.5OZ	Y	$88.92
HERSHEY FOODS CORPORATION	COCOA BKNG PWDR NAT	4324232	6	5LB	Y	$242.49
MCCORMICK & COMPANY	SEASONING TACO	5229752	6	24 OZ	N	$66.61
KRAFT FOODS GROUP INC	MUSTARD DIJON SQZ BTL	2276608	12	10 OZ	Y	$40.66
J & J SNACK FOODS	PRETZEL SOFT BAKED BITE	1570878	375	.31 OZ	Y	$15.60
CLOROX SALES COMPANY	DRESSING MIX RANCH BULK	8650343	1	20 LB	Y	$162.52
AMERICAN ROLAND BRUNO SCHEIDT VEGA	PEPPER JALAPENO SLI	8162949	4	1 GAL	Y	$42.32
KRAFT FOODS GROUP INC	MUSTARD DIJON PKT	4933610	200	.25 OZ	Y	$24.79
CAMPBELL SALES COMPANY	SALSA THICK & CHUNKY MILD	5115050	4	138 OZ	Y	$51.55
CAMPBELL SALES COMPANY	CRACKER GOLDFISH WHL GRAIN	7254772	6	26.3OZ	Y	$46.92
MCCORMICK & COMPANY	SPICE BASIL LEAVES	5228341	6	5OZ	Y	$38.64
KEN'S FOODS INC	DRESSING ITAL FTFR	5583968	4	1 GAL	Y	$35.00
AMERICAN ROLAND BRUNO SCHEIDT VEGA	OLIVE KALAMATA PITTED ME	3252190	6	2 KILO	Y	$102.20
MCCORMICK & COMPANY	SPICE PAPRIKA DOM GRND	5236674	6	1LB	Y	$30.00
SUGAR FOODS CORPORATION	CROUTON SEASONED HMSTY	0193575	8	2.5 LB	N	$45.52
MCCORMICK & COMPANY	SPICE PEPPER RED CRUSHED	9806423	6	13OZ	Y	$59.46
DIAMOND CRYSTAL BRANDS	SALT PACKET POUCH	4582508	3	1000CT	Y	$9.44
MCCORMICK & COMPANY	SPICE SESAME SEED WHL WHITE	2473132	6	16OZ	Y	$45.00

Manufacturer Brand Name	Mark-Up %	Total Item Cost	Notes
MCCORMICK & COMPANY	11.60%	$53.63	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$35.35	
UNILEVER BESTFOODS FOODSERVICE UBF	11.60%	$41.21	
MICHAEL FOODS SHELL EGGS	11.60%	$35.76	
FRITO-LAY INC	11.60%	$28.73	
KRAFT FOODS GROUP INC	11.60%	$51.49	
MCCORMICK & COMPANY	11.60%	$112.16	
MCCORMICK & COMPANY	11.60%	$118.32	
DOMINO FOODS INC	11.60%	$15.07	
KELLOGG'S FOOD AWAY FROM HOME	11.60%	$50.51	
J M SMUCKER COMPANY	11.60%	$16.72	
MCCORMICK & COMPANY	11.60%	$100.11	
FRENCH'S	11.60%	$48.78	
LYONS-MAGNUS	11.60%	$46.68	
KRAFT FOODS GROUP INC	11.60%	$21.20	
GENERAL MILLS INC	11.60%	$52.30	
MCCORMICK & COMPANY	11.60%	$34.82	
MCCORMICK & COMPANY	11.60%	$99.23	
HERSHEY FOODS CORPORATION	11.60%	$270.62	
MCCORMICK & COMPANY	11.60%	$74.34	
KRAFT FOODS GROUP INC	11.60%	$45.38	
J & J SNACK FOODS	11.60%	$17.41	
CLOROX SALES COMPANY	11.60%	$181.37	
AMERICAN ROLAND BRUNO SCHEIDT VEGA	11.60%	$47.23	
KRAFT FOODS GROUP INC	11.60%	$27.66	
CAMPBELL SALES COMPANY	11.60%	$57.53	
CAMPBELL SALES COMPANY	11.60%	$52.36	
MCCORMICK & COMPANY	11.60%	$43.12	
KEN'S FOODS INC	11.60%	$39.06	
AMERICAN ROLAND BRUNO SCHEIDT VEGA	11.60%	$114.06	
MCCORMICK & COMPANY	11.60%	$33.48	
SUGAR FOODS CORPORATION	11.60%	$50.80	
MCCORMICK & COMPANY	11.60%	$66.36	
DIAMOND CRYSTAL BRANDS	11.60%	$10.54	
MCCORMICK & COMPANY	11.60%	$50.22	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family	Product Family Description
PACTIV CORPORATION	KIT CUTLERY MED KFS/S&P/NAP	YMKFSKWNSPSY	250	CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	KIT CUTLERY FKS/S&P/NAP PP WHT	YFKFSKWNSPSY	250	CT	NON-FOOD	DISPOSABLES
SCA Tissue North America	XPRESSNAP KRAFT BROWN NAPKIN 12 500CT	DX906E	12	500 CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	SPOON PLAS WHT MEDHVY MDLNGTH	YMWSWSYS	1	1000CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	FOIL ALMN ROLL HVY WGT 500 FT	W69328	1	18 IN	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CONTAINER FOAM HNG BLK 3C 9X9	YHLB09S3ADEC	1	150CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	YL2508 DELI CUP COMBO 8-OZ NAT	YL2508	240	8OZ	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	YSD2516 SQUAT DELI COMBO 16-OZ	YSD2516	240	16OZ	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	FORK PLAS WHT MED HVY MDLNGTH	YMWFWSYS	1	1000CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	PAN FOIL STM TBL FULL DP 3-3/8	Y6050XHSYS	40	FULL	NON-FOOD	DISPOSABLES
DART CONTAINER CORPORATION	CUP FOAM 8 OZ	088829	40	25 CT	NON-FOOD	DISPOSABLES
BLUETRITON BRANDS INC.	PLATE FOAM LAM WHT 8.875 IN	YMW9SYSCO	4	125CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	FILM PVC ROLL 12 X2000FT	9062	1	1EA	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CUP PLAS TRANS 16OZ SOFT	YE160SYS	12	80 CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	KNIFE PLAS WHT MEDHVY MDLNGTH	YMWKWSYS	1	1000CT	NON-FOOD	DISPOSABLES
HANDGARDS INC	COVER PLAS BUN PAN RACK 15MC	303679973	1	50 CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CUP PLAS PRTN TRANS 2OZ	YS200SYS	12	200CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CUP PLAS PORTION BLK 2 OZ	YS200ESYS	12	200CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	LID FOIL F/FULL STM TBL PAN	Y112045SYS	80	1EA	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	PAN FOIL RND W/BOARD LID	Y509TPSYS	175	1EA	NON-FOOD	DISPOSABLES
HANDGARDS INC	GLOVE NITRILE FDSRV PF BLU MED	304363282	10	100 CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	FILM PVC 18X2000 ROLL	9063	1	18 IN	NON-FOOD	DISPOSABLES
HANDGARDS INC	GLOVE NITRILE FDSRV PF BLU LRG	304363283	10	100CT	NON-FOOD	DISPOSABLES
WNA POLAR PAK INC	PLATE PLAS BLK 9 CLSWAR	CW9180BK	10	18CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CONTAINER FOAM HNG 1C DBL TAB	YTD188S10000	150	8X8X3N	NON-FOOD	DISPOSABLES
GEORGIA-PACIFIC LLC	PAN LINER SHEET 24.4x16.4 DIXIE	LO10	1000	16X24	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	FILM PVC 2000FT ROLL SLI CUTR	9059	1	12 IN	NON-FOOD	DISPOSABLES
HANDGARDS INC	GLOVE NITRILE FDSRV PF BLU SML	304363281	10	100CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	LID PLAS CLR F/1.5-2.5OZ PRTN	YLS2FRSYS	24	100CT	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	CONTAINER FOAM HNG 3C DBL TAB	YTD188S30000	150	1EA	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	PAN FOIL STM TBL DEEPXH 2-9/16	Y6132XHSYS	100	HALF	NON-FOOD	DISPOSABLES
PACTIV CORPORATION	YSD2532 DELI CUP COMBO PACK W/	YSD2532	240	32OZ	NON-FOOD	DISPOSABLES
HANDGARDS INC	BAG PLAS 8X4X18 .7 MIL REG WT	304985546	1	1000CT	NON-FOOD	DISPOSABLES

Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number	Item Description
CUTLERY - DIET KIT	31		SYSCO	YMKFSKWNSPSY	KIT CUTLERY MED KFS/S&P/NAP
CUTLERY - KIT	24		SYSCO	YFKFSKWNSPSY	KIT CUTLERY FKS/S&P/NAP PP WHT
NAPKINS - WHITE/NATURAL	23		TORK	DX906E	NAPKIN DISP XPRESSNP NAT
SPOON - DISPOSABLE	21		SYSCO	YMWSWSYS	SPOON PLAS WHT MEDHVY MDLNGTH
ALUMINUM - FOIL	21		SYSCO	W69328	FOIL ALMN ROLL HVY WGT 500 FT
CONTAINER - FOAM	20		~	90HT3R	CONTAINER FOAM HNG 3COMP 9X9X3
CONTAINER - PLASTIC	11		PACTIV	YL2508	CONTAINER PLAS DELI TRANS W/LD
CONTAINER - PLASTIC	11		PACTIV	YSD2516	CONTAINER PLAS DELI TRANS W/LD
FORK - DISPOSABLE	11		SYSCO	YMWFWSYS	FORK PLAS WHT MED HVY MDLNGTH
ALUMINUM - FULL PAN	10		SYSCO	Y6050XHSYS	PAN FOIL STM TBL FULL DP 3-3/8
CUP - FOAM	9		SYSCO	088829	CUP FOAM 8 OZ
PLATES - FOAM	8		SYSCO	0TH1S0090000	PLATE FOAM UL WHT 9
FILM - PLASTIC	6		SYSCO CLASSIC	9062	FILM PVC ROLL 12 X2000FT
CUP - PLASTIC	5		SYSCO	YE160SYS	CUP PLAS TRANS 16OZ SOFT
KNIFE - DISPOSABLE	5		SYSCO	YMWKWSYS	KNIFE PLAS WHT MEDHVY MDLNGTH
LINERS - OTHER	5		SYS CLS	303679973	COVER PLAS BUN PAN RACK 15MC
CUP - PLASTIC	4		~	200PC	CUP PORTION PLAS CLR 2 OZ
CUP - PLASTIC	4		SYSCO	YS200ESYS	CUP PLAS PORTION BLK 2 OZ
LID - FOIL	4		SYSCO	Y112045SYS	LID FOIL F/FULL STM TBL PAN
ALUMINUM - PAN OTHER	4		SYSCO	Y509TPSYS	PAN FOIL RND W/BOARD LID
GLOVE - DISPOSABLE OTHER	4		SYS CLS	304363282	GLOVE NITRILE FDSRV PF BLU MED
FILM - PLASTIC	3		SYSCO CLASSIC	9063	FILM PVC 18X2000 ROLL
GLOVE - DISPOSABLE OTHER	3		SYS CLS	304363283	GLOVE NITRILE FDSRV PF BLU LRG
PLATES - PLASTIC	3		CLASSICWARE SYSCO BRAND	SYCW9180BK	PLATE PLAS BLK 9 RGD CLSWR
CONTAINER - FOAM	3		SYSCO	YTD188S10000	CONTAINER FOAM HNG 1C DBL TAB
LINERS - PAN LINER	3		HOFFMASTER	SG01035	LINER PAPER PAN QUILON
FILM - PLASTIC	2		SYSCO CLASSIC	9059	FILM PVC 2000FT ROLL SLI CUTR
GLOVE - DISPOSABLE OTHER	2		SYS CLS	304363281	GLOVE NITRILE FDSRV PF BLU SML
LID - PLASTIC	1		SYSCO	YLS2FRSYS	LID PLAS CLR F/1.5-2.5OZ PRTN
CONTAINER - FOAM	1		SYSCO	YTD188S30000	CONTAINER FOAM HNG 3C DBL TAB
ALUMINUM - HALF PAN	3		SYSCO	Y6132XHSYS	PAN FOIL STM TBL DEEPXH 2-9/16
CONTAINER - PLASTIC	1		NEWSPRING	YSD2532	CONTAINER PLAS DELI TRANS W/LD
BAG - POLY	5		SYS CLS	304985546	BAG PLAS 8X4X18 .7 MIL REG WT

Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost	Notes
0621999	250	CT	N	$25.76	11.60%	$28.75	
0614984	250	CT	Y	$23.11	11.60%	$25.79	
5889407	12	500 CT	Y	$43.51	11.60%	$48.56	
8003422	1	1000CT	Y	$24.29	11.60%	$27.11	
6937767	1	18 IN	Y	$41.52	11.60%	$46.33	
1813247	2	100CT	Y	$25.65	11.60%	$28.63	Pack size difference.
8231967	240	8OZ	Y	$34.48	11.60%	$38.48	
8018838	240	16OZ	Y	$35.58	11.60%	$39.70	
7947304	1	1000CT	Y	$24.29	11.60%	$27.11	
7293283	40	FULL	Y	$52.73	11.60%	$58.84	
4088829	40	25 CT	Y	$24.18	11.60%	$26.98	
5274832	4	125CT	Y	$23.73	11.60%	$26.48	
7435191	1	1EA	Y	$17.20	11.60%	$19.19	
7358304	12	80 CT	N	$54.70	11.60%	$61.04	
7966912	1	1000CT	Y	$24.29	11.60%	$27.11	
5854377	50	52X80	Y	$20.79	11.60%	$23.20	
9136169	1	2500CT	Y	$26.19	11.60%	$29.22	Pack size difference.
7790658	12	200CT	Y	$43.21	11.60%	$48.22	
7293257	80	1EA	Y	$60.81	11.60%	$67.87	
7332592	175	1EA	Y	$56.41	11.60%	$62.95	
2306753	10	100CT	Y	$53.12	11.60%	$59.28	
7435266	1	18 IN	Y	$21.09	11.60%	$23.53	
0808697	10	100CT	Y	$53.12	11.60%	$59.28	
8239329	10	18 CT	Y	$98.74	11.60%	$110.19	
7551308	150	8X8X3N	Y	$18.03	11.60%	$20.12	
4950929	1000	17X25	Y	$46.00	11.60%	$51.34	
0496026	1	12 IN	Y	$19.26	11.60%	$21.49	
2306746	10	100CT	Y	$53.12	11.60%	$59.28	
7790795	24	100CT	Y	$29.63	11.60%	$33.06	
7548946	150	8X8X3	Y	$18.03	11.60%	$20.12	
7465969	100	HALF	Y	$48.02	11.60%	$53.59	
8231512	240	32OZ	Y	$54.80	11.60%	$61.16	
7863869	1	1000CT	N	$37.22	11.60%	$41.54	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family	Product Family Description
RICH PRODUCTS CORPORATION	TOAST FRENCH STICKS	67400	5	2 LB	FOOD	BAKERY
MISSION FOODS	Tortilla Flour White 6" Pressed Fresh To Frozen - Close To D	10400	24	12 CT	FOOD	BAKERY
RICH PRODUCTS CORPORATION	PIZZA DGH SHEET 12X16"	35300	22	24 OZ	FOOD	BAKERY
MISSION FOODS	Tortilla Flour White 10" Pressed	10420	12	12 CT	FOOD	BAKERY
GENERAL MILLS INC	SED MIX BROWNIE CHOCOLATE GM ZT	001600011312	6	6 LB	FOOD	BAKERY
GENERAL MILLS INC	MIX, CAKE DEVILS' FOOD ADD WTR 5LB BOX	001600011112	6	5 LB	FOOD	BAKERY
GENERAL MILLS INC	PUFF PASTRY SHEETS	009456205123	20	12 OZ	FOOD	BAKERY
SARA LEE FROZEN BAKERY LLC	Cornbread Northern Style Frozen	08281	4	64 OZ	FOOD	BAKERY
RICH PRODUCTS CORPORATION	Dough Bread White Thaw Proof Bake Frozen	03068	24	18.25 OZ	FOOD	BAKERY
ARYZTA AG	OTIS CKIE DGH CHOC CHIP 240 1 33	58800	240	1.33OZ	FOOD	BAKERY
ARYZTA AG	SHC MUFFIN W/GRAIN I/W APPLE CINN	10146	72	2OZ	FOOD	BAKERY
BLUETRITON BRANDS INC.	Muffin Chocolate Chip Blonde Made With Wholegrain Individual	24185	72	2 OZ	FOOD	BAKERY
OLE MEXICAN FOODS INC	WRAP TORTILLA FLOUR 12 FZ	27128	8	12 CT	FOOD	BAKERY
SARA LEE FROZEN BAKERY LLC	Cake Pound Buttered 10" Unsliced Frozen	08298	12	16 OZ	FOOD	BAKERY
GENERAL MILLS INC	Muffin Mix Corn	001600011442	6	5LB	FOOD	BAKERY
Conagra Foods Inc	Bread White Sandwich Sliced Soft Thaw & Serve Gluten Free Fr	9899780901	6	24OZ	FOOD	BAKERY
OLE MEXICAN FOODS INC	Chip Tortilla White 4 Cut Unfried	2714	1	30 LB	FOOD	BAKERY
ARYZTA AG	Dough Cookie Butter Sugar Pre-Portioned Bake & Serve Frozen	58804	240	1.33 OZ	FOOD	BAKERY
GENERAL MILLS INC	SCONE FRUIT VARIETY PACK DOUGH	009456208135	96	3.75OZ	FOOD	BAKERY
ARYZTA AG	PEANUT BUTTER COOKIE	58805	240	1.33OZ	FOOD	BAKERY
GENERAL MILLS INC	PILLS BISC SOUTHRN STYLE 120 2 Z	009456206285	120	2 OZ	FOOD	BAKERY
PEPSICO INC	Cornmeal Yellow Enriched	57020	1	25 LB	FOOD	BAKERY
GENERAL MILLS INC	MIX, CAKE WHITE	001600011132	6	5 LB	FOOD	BAKERY
MISSION FOODS	TORTILLA CHIPS WHITE TRIANGLE	8618	6	2 LB	FOOD	BAKERY

Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number	Item Description	Distributor Item Number	Pack Size
FRENCH TOAST - HEAT & SERVE STICKS	76		FARM RICH	67400	TOAST FRENCH STICK HT&SRV	1251461	5
TORTILLAS WRAPS SHELLS CHIPS - TORTILLAS & WRAPS	39		LA BANDERITA	2708	TORTILLA FLOUR PRESSED 6 IN	4692174	12
PIZZA CRUSTS - PRE-SHEETED	25		RICH'S	35300	DOUGH PIZZA SHEETED 12X16	2222545	22
TORTILLAS WRAPS SHELLS CHIPS - TORTILLAS & WRAPS	23		LA BANDERITA	27108	TORTILLA FLOUR 10 IN PRESSED	7151366	16
BROWNIES - DRY MIX	12		GENERAL MILLS	001600011312	MIX BROWNIE CHOC COMPLT	4001947	6
CAKES - DRY MIX	9		GENERAL MILLS	001600011112	MIX CAKE DEVILS FOOD COMPLT	4045662	6
PUFF PASTRY - DOUGH	8		PILLSBURY	009456205123	DOUGH PASTRY PUFF SHEET	2327666	20
BREADS BUNS ROLLS - FROZEN FULLY BAKED	6		CHEF PIERRE	08281	CORNBREAD BKD CUT 12X16	2437119	4
BREADS BUNS ROLLS - DOUGH	5		RICH'S	03068	DOUGH BREAD WHITE	1083294	24
COOKIES - DOUGH	4		OTIS SPUNKMEYER	58800	DOUGH COOKIE CHOCOLATE CHIP	1412642	240
MUFFINS - THAW & SERVE INDIVIDUALLY WRAPPED	4		OTIS SPUNKMEYER	10146	MUFFIN APPLE CINN WG RF IW	2354346	72
MUFFINS - THAW & SERVE INDIVIDUALLY WRAPPED	4		OTSPKMY	24185	MUFFIN CHOC CHIP BKD WGRN I/W	7063903	72
TORTILLAS WRAPS SHELLS CHIPS - TORTILLAS & WRAPS	3		LA BANDERITA	27128	WRAP TORTILLA FLOUR 12	4049195	8
CAKES - OTHER/SPECIALTY	3		SARA LEE	08298	CAKE POUND	1014786	12
MUFFINS - DRY MIX	3		PIONEER	215174	MIX MUFFIN SWEET CORN	3381655	6
BREADS BUNS ROLLS - FROZEN FULLY BAKED	3		UDISHFD	9899780901	BREAD WHITE SNDW GLUTEN FREE	7040539	6
TORTILLAS WRAPS SHELLS CHIPS - TORTILLA CHIPS	2		LA BANDERITA	2714	CHIP TORTILLA WHT RAW 4/CUT	6525653	1
COOKIES - DOUGH	2		OTIS SPUNKMEYER	58804	DOUGH COOKIE SUGAR BUTTER	1454479	240
SCONES - OTHER	4		PILLSBURY	009456208135	DOUGH SCONE VARIETY PACK FTO	2513364	96
COOKIES - DOUGH	1		OTIS SPUNKMEYER	58805	DOUGH COOKIE PEANUT BUTTER	1412683	240
BISCUITS - HEAT & SERVE	4		PILLSBURY	009456206285	BISCUIT BKD SOUTHERN STYLE	2559128	120
FLOUR - CORN	1		QUAKER	57020	CORN MEAL YELLOW	7108262	1
CAKES - DRY MIX	3		GENERAL MILLS	001600011132	MIX CAKE WHITE COMPLT	4045753	6
TORTILLAS WRAPS SHELLS CHIPS - TORTILLA CHIPS	8		LA BANDERITA	3016	CHIP TORTILLA FRIED WHT	7001699	6

Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost	Notes
2 LB	N	$30.63	11.60%	$34.18	
24CT	Y	$22.03	11.60%	$24.59	Pack size difference.
24 OZ	N	$50.65	11.60%	$56.53	
12CT	Y	$29.59	11.60%	$33.02	Pack size difference.
6LB	Y	$80.38	11.60%	$89.70	
5 LB	Y	$72.05	11.60%	$80.41	
12 OZ	Y	$51.18	11.60%	$57.12	
64 OZ	Y	$43.52	11.60%	$48.57	
18.25Z	N	$35.91	11.60%	$40.08	
1.33OZ	Y	$57.05	11.60%	$63.67	
2OZ	Y	$34.25	11.60%	$38.22	
2 OZ	N	$42.75	11.60%	$47.71	
12CT	Y	$21.54	11.60%	$24.03	
16 OZ	Y	$59.99	11.60%	$66.95	
5LB	Y	$49.89	11.60%	$55.68	
24OZ	N	$63.70	11.60%	$71.09	
30 LB	Y	$23.76	11.60%	$26.52	
1.33OZ	Y	$49.37	11.60%	$55.10	
3.75OZ	Y	$79.31	11.60%	$88.51	
1.33OZ	Y	$52.31	11.60%	$58.38	
2 OZ	Y	$38.02	11.60%	$42.43	
25 LB	Y	$18.28	11.60%	$20.40	
5LB	Y	$71.83	11.60%	$80.16	
2 LB	N	$21.41	11.60%	$23.89	

Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family
ECOLAB INC	Sanitizer Eco-San Low Temperature Chlorine Liquid Yellow	6113979	4	1 GAL	NON-FOOD
ECOLAB INC	LIMEAWAY DELIMER	6101131	4	1 GAL	NON-FOOD
ECOLAB INC	SMARTPOWER S & S SANITIZER	6102046	1	2.5GAL	NON-FOOD
ECOLAB INC	SOLID SILVER POWER	6112922	2	8 LB	NON-FOOD
ECOLAB INC	SMARTPWR PRESOAK FLATWARE	6101890	3	4LB	NON-FOOD
ECOLAB INC	ULTRA SANITIZER AGENT	6113961	1	5GAL	NON-FOOD
ECOLAB INC	GREASER CUTTER PLUS DEGREASER	6119513	4	1 GAL	NON-FOOD
ECOLAB INC	ULTRA DRY 15172	6115172	1	4.5 GAL	NON-FOOD
ECOLAB INC	DETRGNT LNDRY SLD	6101659	4	3LB	NON-FOOD
ECOLAB INC	NO RINSE ALKALINE FLOOR CLEANER	6102106	1	2.5GAL	NON-FOOD
ECOLAB INC	DETRGNT LNDRY SLD SURGE PLUS	6117905	4	9 LB	NON-FOOD
BLUETRITON BRANDS INC.	Rinse Additive All Purpose Low Temperature Trupower	6113722	4	1 GAL	NON-FOOD
ECOLAB INC	SMARTPOWER RINSE ALL PURP	6101203	2	2.5 LB	NON-FOOD
ECOLAB INC	Soap Hand Antibacterial Clean And Smooth Advanced	6101421	6	750ML	NON-FOOD
ECOLAB INC	RAPID MS DISINFECTANT 1-2.5 GAL	6102257	1	2.5GAL	NON-FOOD
3M CORPORATION	Pad Griddle Heavy Duty 4X5.25 Orange	50048011598173	15	EA	NON-FOOD
ECOLAB INC	GREASE EXXPRESS HTGC	6110127	6	32 OZ	NON-FOOD
3M CORPORATION	SCRUBBER, OVEN 3.5X5 EXTRA-HEAVY-DUTY BLACK POT-	50048011082924	4	10 CT	NON-FOOD
3M CORPORATION	SCRUBBER, 4.5X2.8 PURPLE HEAVY-DUTY PAD	50048011590337	1	24 CT	NON-FOOD
ECOLAB INC	DESTAINER, LAUNDRY PRESOAK DIP IT	6102470	6	2.33LB	NON-FOOD
ECOLAB INC	OASIS 100 FLOOR CLEANER	6114522	1	2.5 GAL	NON-FOOD
ECOLAB INC	GREASE STRIP PLUS	6119505	4	1 GAL	NON-FOOD
ECOLAB FOOD SAFETY SPECIALTIES INC (DAYDOTS)	BOTTLE SPRAY PLAS 32 OZ	60203-10-11	3	32 OZ	NON-FOOD
ECOLAB FOOD SAFETY SPECIALTIES INC (DAYDOTS)	PAIL SANITIZING RED 6QT	60503-12-31	1	1 CT	NON-FOOD
ECOLAB FOOD SAFETY SPECIALTIES INC (DAYDOTS)	Mop Grease Release For Kit Blue	61700-01-00	1	1 CT	NON-FOOD
ECOLAB INC	SOAP PANTASTIC POT & PAN	6112963	4	1 GAL	NON-FOOD
3M CORPORATION	SCRUBBER, HAND SIZE GREEN MEDIUM-DUTY PAD	50048011082931	3	20CT	NON-FOOD
ECOLAB INC	SOAP, HND FOAM ANTIBAC LT BLUE	6101089	6	750ML	NON-FOOD
ECOLAB INC	GREASELIFT 2X2 DISPENSED	6100155	2	2L	NON-FOOD
3M CORPORATION	SCOTCHBRITE QUICK CLEAN LIQUID PKS CS/40 - 3M&re	50048011296031	40	3.2 OZ	NON-FOOD
ECOLAB INC	POLISH, METAL ECOSHINE LIQ WTR BASE	6118440	6	32 OZ	NON-FOOD
3M CORPORATION	Scouring Pad Medium Duty Scrub 6X9 Green	50048011193699	1	20 CT	NON-FOOD
ECOLAB INC	Detergent Pot And Pan Solitaire Manual Citrus Solid Pink	6110884	2	5 LB	NON-FOOD
PROFESSIONAL DISPOSABLES INTERNATIONAL INC	Wipe Sanitizer No Rinse Table Turner Multi-Surface Street	M30472	12	72 CT	NON-FOOD
3M CORPORATION	Pad Scour Dual Purpose Hexagon Yellow 5X5.8	50051125859467	15	EACH	NON-FOOD
ECOLAB INC	ORANGE FORCE CLEANER	6100463	6	32 OZ	NON-FOOD

Product Family Description	Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number
SUPPLIES	SANITIZERS/DISINFECTANTS	11		ECOLAB	6113979
SUPPLIES	LIME A WAY	26		ECOLAB	6101131
SUPPLIES	SANITIZERS/DISINFECTANTS	32		ECOLAB	6102046
SUPPLIES	PRESOAK	31		ECOLAB	6112922
SUPPLIES	PRESOAK	66		ECOLAB	6101890
SUPPLIES	SANITIZERS/DISINFECTANTS	51		ECOLAB	6113961
SUPPLIES	DEGREASER	34		ECOLAB	6119513
SUPPLIES	RINSE	25		ECOLAB	6115172
SUPPLIES	DETERGENT	24		ECOLAB	6101659
SUPPLIES	FLOOR CLEANING	19		ECOLAB	6102106
SUPPLIES	DETERGENT	17		ECOLAB	6117905
SUPPLIES	RINSE DRY	16		ECOLAB	6113722
SUPPLIES	RINSE	16		ECOLAB	6101203
SUPPLIES	SOAP	15		ECOLAB	6101421
SUPPLIES	SANITIZERS/DISINFECTANTS	11		ECOLAB	6102257
SUPPLIES	GRILL GRIDDLE CLEANER	15		3M	50048011598173
SUPPLIES	GRILL GRIDDLE CLEANER	13		ECOLAB	6110127
SUPPLIES	PADS - MAINTENANCE NON DISPOSABLE	11		SCOTCH-BRITE	50048011082924
SUPPLIES	PADS - MAINTENANCE NON DISPOSABLE	8		SCOTCH-BRITE	50048011590337
SUPPLIES	URN CLEANER	7		ECOLAB	6102470
SUPPLIES	FLOOR CLEANING	6		ECOLAB	6114522
SUPPLIES	DEGREASER	8		ECOLAB	6119505
SUPPLIES	MAINTENANCE - OTHER	8		~	60203-10-11
SUPPLIES	BUCKETS - MAINTENANCE NON DISPOSABLE	14		ECOLAB	60503-12-31
SUPPLIES	MOP HEAD - MAINTENANCE NON DISPOSABLE	6		ECOLAB	61700-01-00
SUPPLIES	PAN SOAP	22		ECOLAB	6112963
SUPPLIES	PADS - MAINTENANCE NON DISPOSABLE	30		SCOTCH-BRITE	50048011082931
SUPPLIES	SANITIZERS/DISINFECTANTS	14		ECOLAB	6101089
SUPPLIES	DEGREASER	9		ECOLAB	6100155
SUPPLIES	GRILL GRIDDLE CLEANER	12		SCOTCH-BRITE	50048011296031
SUPPLIES	POLISH	3		ECOLAB	6118440
SUPPLIES	PADS - MAINTENANCE NON DISPOSABLE	15		NIAGARA	50048011193699
SUPPLIES	PAN SOAP	4		ECOLAB	6110884
SUPPLIES	SANITIZERS/DISINFECTANTS	4		PDI	M30472
SUPPLIES	MAINTENANCE - OTHER	6		~	50051125859467
SUPPLIES	DEGREASER	2		ECOLAB	6100463

Item Description	Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost
SANITIZER MACH LIQ ECOSAN	4214649	4	1 GAL	Y	$43.34	0.00%	$43.34
DELIMER LIME A-WAY	3976277	4	1 GAL	Y	$66.00	0.00%	$66.00
CLEANER SANITIZER S&S SMRTPWR	7134649	1	2.5GAL	Y	$171.31	0.00%	$171.31
PRESOAK FLATWARE SILVER POWER	4496899	2	8 LB	Y	$111.54	0.00%	$111.54
DETERGENT PRE-SOAK SMRTPWR CUT	5288418	3	4LB	Y	$121.06	0.00%	$121.06
SANITIZER MACH LOWTEMP ULTRA	5061239	1	5GAL	Y	$51.95	0.00%	$51.95
CLEANER DEGRSR GRS CTTR PLS NP	5883558	4	1 GAL	Y	$65.36	0.00%	$65.36
RINSE AID ALL PURPOSE TRUPOWER	5061247	1	5 GAL	Y	$178.75	0.00%	$178.75
DETERGENT LAUNDRY HM STY	5024540	4	3LB	Y	$143.14	0.00%	$143.14
CLEANER FLOOR ALKLNE NO RINSE	7115226	1	2.5GAL	Y	$81.50	0.00%	$81.50
DETERGENT LAUN SURGE PLUSNP	5747589	4	9 LB	N	$225.77	0.00%	$225.77
RINSE AID ALL PURPOSE TRUPOWER	5636469	4	1 GAL	Y	$200.05	0.00%	$200.05
RINSE AID ADDITIVE SMRTPWR	4603308	2	2.5 LB	Y	$288.29	0.00%	$288.29
SOAP HAND ADV AB CLN/SMTH NEXA	5026481	6	750ML	Y	$43.86	0.00%	$43.86
CLEANER DISINFECT RAPID MULTI	7237403	1	2.5GAL	Y	$102.69	0.00%	$102.69
PAD GRIDDLE H/D QUICK CLEAN	1083959	15	EA	Y	$15.60	11.60%	$17.41
CLEANER GRL AND PANINI HGH TMP	4595138	6	32 OZ	Y	$96.49	0.00%	$96.49
PAD POT N PAN HNDLR XHV 3.5X5	4053674	4	10 CT	N	$21.66	11.60%	$24.17
PAD SCOUR PURPLE HD 4.5X2.8	5055068	1	24 CT	N	$12.56	11.60%	$14.02
CLEANER COFF EQUIP DIP IT XP	7236517	6	2.33LB	Y	$67.40	0.00%	$67.40
CLEANER FLOOR NEUTRAL OASIS100	5523667	1	2.5GAL	Y	$110.15	0.00%	$110.15
CLEANER OVEN GREASTRIP PLS GEL	5883566	4	1 GAL	N	$116.53	0.00%	$116.53
BOTTLE PLAS SPRAY W/TRIG 32OZ	3438292	3	32 OZ	Y	$7.96	11.60%	$8.88
PAIL SANITIZING RED 6QT	2431710	1	6 QT	Y	$3.66	0.00%	$3.66
MOP HEAD DURALOC GRS RLSE BLUE	4387769	1	EA	Y	$13.61	0.00%	$13.61
DETERGENT HAND LIQ PNTASTC NP	5365077	4	1 GAL	Y	$100.63	0.00%	$100.63
PAD SCOUR COMM GEN PURP 6X9	5181904	3	20CT	Y	$22.09	11.60%	$24.65
SOAP ANTIBACTERIAL ADV DIGI	4294847	6	750ML	Y	$118.66	0.00%	$118.66
CLEANER DEGRSR GREASELIFT DISP	1501669	2	2L	Y	$110.88	0.00%	$110.88
CLEANER GRL QUICKCLEAN PCKT	6643258	40	3.2 OZ	N	$35.04	11.60%	$39.10
POLISH STNLS ECOSHINE	5556931	6	32OZ	Y	$96.58	0.00%	$96.58
PAD SCOUR GEN PURP 6X9	3952330	1	20 CT	Y	$6.15	11.60%	$6.86
DETERGENT HAND SOLID SOLITAIRE	5027289	2	5 LB	Y	$120.42	0.00%	$120.42
WIPE SANITIZER NO RIN MULT SUR	7035837	12	72 CT	Y	$38.53	11.60%	$43.00
PAD SCOUR DUAL PURP 96HEX	4727453	15	EACH	N	$6.27	11.60%	$7.00
CLEANER DEGRSR RTU ORG FORCE	2977221	6	32 OZ	N	$50.59	0.00%	$50.59

Notes

ECOLAB FOOD SAFETY SPECIALTIES INC (DAYDOTS)	HANDLE BRSH/BRM/SQUGE BLUE	61807-01-00	1	EA	NON-FOOD
JOHN RITZENTHALER CO	APRON BIB DISHWASHER VINYL CLR	OSVA-4PS	4	1 CT	NON-FOOD
ECOLAB INC	KOOL KLENE	6115461	4	1 GAL	NON-FOOD
3M CORPORATION	Screen Griddle 4X5.5 Brown	50048011205071	10	20 CT	NON-FOOD
ECOLAB INC	Detergent Super Impact	6110256	4	9 LB	NON-FOOD
ECOLAB INC	Glass Cleaner	6100288	1	2.5GAL	NON-FOOD
VOLLRATH COMPANY	Tong Utility Stainless Steel 12" Hvyduty	47312	12	1 CT	NON-FOOD
CLOROX SALES COMPANY	CLOROX BLEACH GERMICIDAL	30966	3	121 OZ	NON-FOOD

SUPPLIES	SUPPLIES - MISC	4		ECOLAB	61807-01-00
SUPPLIES	APPAREL - NON DISPOSABLE OTHER	1		SYSCO	OSVA-4PS
SUPPLIES	JANITORIAL/CHEMICAL - OTHER	2		ECOLAB	6115461
SUPPLIES	MAINTENANCE - OTHER	6		SCOTCH-BRITE	50048011205071
SUPPLIES	DETERGENT	2		ECOLAB	6110256
SUPPLIES	GLASS CLEANER	8		ECOLAB	6100288
SUPPLIES	SMALLWARES - KITCHEN UTENSILS	2		VOLLRATH	47312
SUPPLIES	BLEACH	3		CLOROX	30966

HANDLE BRSH/BRM/SQUGE BLUE	7798921	1	EA	Y	$26.44	0.00%	$26.44
APRON BIB DISHWASHER VINYL CLR	4234399	1	4CT	Y	$46.53	11.60%	$51.93
CLEANER FREEZER KOOL KLENE	4685897	4	1 GAL	Y	$130.25	0.00%	$130.25
SCREEN GRIDDLE 4X5.5	4053591	10	20 CT	Y	$38.72	11.60%	$43.21
DETERGENT MACH SOLID SUP MPACT	4542288	4	9 LB	N	$142.53	0.00%	$142.53
CLEANER GLASS CONCNTRT BIO-BSD	1587120	1	2.5GAL	Y	$97.45	0.00%	$97.45
TONG UTILITY STNLS HEAVY DUTY	4563185	1	12"	Y	$7.98	11.60%	$8.91
BLEACH LIQ GRMCDL CONC 8.25%	2342105	3	121 OZ	Y	$21.55	11.60%	$24.05



Manufacturer Brand Name	Item Description	Manu. Item Number	Pack Qty	Pack Size	Product Family	Product Family Description
EKATERRA	Tea Earl Grey Tazo	000000000069591048	6	16 CT	FOOD	BEVERAGE
EKATERRA	Tea Filter Bag Black Decaffeinated With Envelope	000000004100000290	6	72 CT	FOOD	BEVERAGE
R C BIGELOW INC	Tea Green Filter Bag Single Serve	00388	6	28 CT	FOOD	BEVERAGE
PEPSICO INC	TROP SEASONS BEST JUICE APPLE 12 15 2Z	00861	12	15.2 FLOZ	FOOD	BEVERAGE
MOTTS FOOD SERVICE	Juice Fruit Punch 100% 6.75Oz Box	10003393	4	8	FOOD	BEVERAGE
PEPSICO INC	GATORADE, G-ZERO GLACIER CHERRY 20Z	10052000042143	24	20 OZ	FOOD	BEVERAGE
PEPSICO INC	GATORADE, G-ZERO GLACIER FREEZE 20Z	10052000043546	24	20 OZ	FOOD	BEVERAGE
MOTTS FOOD SERVICE	Soda Cream 12 Ounce Glass Bottle Made With Cane Sugar	10087191	24	12OZ	FOOD	BEVERAGE
NESTLE USA	JUICE ORANGE CONC SELECT 4+1	1110000780	3	3 LTR	FOOD	BEVERAGE
NESTLE USA	Juice Cranberry Blend 100% 4+1 Yield 1521 Ounce	1110002358	3	3 LTR	FOOD	BEVERAGE
NESTLE USA	Water Strawberry Kiwi Enhanced	1110003029	3	3 LTR	FOOD	BEVERAGE
BLUETRITON BRANDS INC.	Water Spring PET	12255034	48	8 OZ	FOOD	BEVERAGE
BLUETRITON BRANDS INC.	Water Distilled Plas Jug	12532472	6	1 GAL	FOOD	BEVERAGE
NESTLE USA	Coffee Hazlnt Creme	1291900126	42	2 OZ	FOOD	BEVERAGE
S & D COFFEE INC	COFFEE GRND REG QLTY GOURM	15320	100	2 OZ	FOOD	BEVERAGE
THE COCA COLA CO. (Juice)	Juice Apple 100% 6+1 Dispenser Frozen	19440912	4	90 FLOZ	FOOD	BEVERAGE
PEPSICO INC	SPORT DRINK FRUIT PUNCH PLAS	20405	24	20 OZ	FOOD	BEVERAGE
PEPSICO INC	SPORT DRINK GRAPE PLAS BOTTLE G2GATORD	20406	24	20 FLOZ	FOOD	BEVERAGE
PEPSICO INC	SPORT DRINK GRAPE PLAS BOTTLE G2GATORD	20406	24	20 FLOZ	FOOD	BEVERAGE
KERRY FOODS	MIXER WTRMLN FZ	20513658	12	32 FLOZ	FOOD	BEVERAGE
NESTLE USA	Hot Chocolate Cocoa Dark Chocolate Bulk	2800045960	12	1.75LB	FOOD	BEVERAGE
S & D COFFEE INC	COFFEE GRND DECAF HS BLEND W/F	29599	96	2 OZ	FOOD	BEVERAGE
PEPSICO INC	SPORT DRINK RIPTIDE RUSH PLAS GATORADE	32488	24	20OZ	FOOD	BEVERAGE
PEPSICO INC	SUBWAY GATORADE FRUIT PUNCH PET HI5	32866	24	20OZ	FOOD	BEVERAGE
KRAFT FOODS GROUP INC	Coffee Regular Ground Filtpk Special Delivery	4300039025	112	1.4 OZ	FOOD	BEVERAGE
KRAFT FOODS GROUP INC	Coffee Ground Decaffeinated In Room 4 Cup	4300039568	100	0.7 OZ	FOOD	BEVERAGE
KRAFT FOODS GROUP INC	MIX LEMND SGR FR	4300083937	12	2GAL	FOOD	BEVERAGE
KRAFT FOODS GROUP INC	Coffee Special Del Filter Pack	4300086240	42	1.2 OZ	FOOD	BEVERAGE
FLORIDA'S NATURAL GROWER	Water Mango Flavor 5+1	4511595040	3	3.5 LTR	FOOD	BEVERAGE
FLORIDA'S NATURAL GROWER	Lemonade Concentrate 6+1 Frozen	4657595030	3	3.5 LTR	FOOD	BEVERAGE
FLORIDA'S NATURAL GROWER	SDX JUICE CRANBERRY SPLASH 5+1 CONC	4994595030	3	3.5 LTR	FOOD	BEVERAGE
DIAMOND CRYSTAL BRANDS	DRINK MIX FRUIT PUNCH TFF	50784	12	18 OZ	FOOD	BEVERAGE
PEPSICO INC	Juice Apple 100% Plastic Bottle	75717	24	10 FLOZ	FOOD	BEVERAGE
WELCHS INC	Juice Grape White Sparkling 50%	WPD71550	12	25.4OZ	FOOD	BEVERAGE

Product Sub Family Description	Usage		Manufacturer Brand	Manu. Item Number	Item Description
TEA - HOT	11		TAZO	000000000069591048	TEA EARLGREY ORGANIC
TEA - HOT	64		~	000000004100000290	TEA HOT BAG BLK ENV DECAF
TEA - HOT	8		RC BIGELOW INC	00388	TEA HOT BAG GREEN
BOTTLED/CANNED - TROPICANA	17		TROPICANA	00861	JUICE APPLE PET
JUICE - BOXES	51		MOTTS	10003393	JUICE FRUIT PUNCH BOX 100%
BOTTLED/CANNED - ENERGY NUTRITIONAL	66		GATORADE	10052000042143	DRINK CHERRY GLACIER ZERO
BOTTLED/CANNED - ENERGY NUTRITIONAL	89		GATORADE	10052000043546	DRINK FROST GLACIER FREZE ZERO
BOTTLED - CARBONATED DRINKS	23		IBC	10087191	SODA CREAM SUGAR GLASS
JUICE - DISPENSED	43		GROWERS PRIDE	4449595040	JUICE ORANGE 100% 4+1
JUICE - DISPENSED	23		FLORIDAS NATURAL	4935595030	JUICE CRNBRY BLEND 100% 5+1
DISPENSED/BAG IN A BOX - NON CARBONATED	15		GROWERS PRIDE	4512595040	WATER FLAVOR KIWI STRWBRY 5+1
BOTTLED/CANNED - WATER	71		DEER PARK	12255034	WATER SPRING INTERPACK
BOTTLED/CANNED - NESTLE WATER HOME OFFICE	11		PURE LIFE	12532472	WATER DISTILLED
COFFEE - GROUND	3		~	1291900126	COFFEE GRND HAZELNUT PP US
COFFEE - GROUND	7		~	15320	COFFEE GRND REG QLTY GOURM
JUICE - DISPENSED	71		FLORIDAS NATURAL	4928595030	JUICE APPLE 100% FRZ CONC 6+1
BOTTLED/CANNED - ENERGY NUTRITIONAL	70		GATORADE	20405	DRINK FRUIT PUNCH G2
BOTTLED/CANNED - ENERGY NUTRITIONAL	55		GATORADE	20406	DRINK GRAPE G2
BOTTLED/CANNED - ENERGY NUTRITIONAL	89		GATORADE	20406	DRINK GRAPE G2
JUICE - NON DISPENSED	25		ISLAND OASIS	20513658	DRINK MIX WTRMLN FRZN
COCOA - REGULAR	29		~	2800045960	COCOA MIX INSTANT DARK CHOC
COFFEE - GROUND	5		CITAVO	29599	COFFEE GRND DECAF HS BLEND W/F
BOTTLED/CANNED - ENERGY NUTRITIONAL	5		GATORADE	32488	DRINK FROST RIPTIDE RUSH WM
BOTTLED/CANNED - ENERGY NUTRITIONAL	4		GATORADE	32866	DRINK FRUIT PUNCH WIDEMOUTH PL
COFFEE - GROUND	14		MAX HSE	4300039025	COFFEE GRND SPEC DELIVFLTR
COFFEE - GROUND	7		MAXWELL HOUSE	4300039568	COFFEE GRND DECAF IN-ROOM H&R
POWDERED SOFT DRINK - REGULAR	10		CRYSTAL LIGHT	4300083937	DRINK MIX LEMONADE DIET
COFFEE - GROUND	27		MAX HSE	4300086240	COFFEE GRND SPEC DELIVERY
BOTTLED/CANNED - WATER	15		GP FIT & DELICIOUS	4511595040	WATER FLAVOR MANGO 5+1
JUICE - DISPENSED	26		FLORIDAS NATURAL	4657595030	JUICE LMNADE CONC FZ 6+1
JUICE - DISPENSED	3		FLORIDAS NATURAL	4994595030	JUICE CRNBRY SPLASH FZ 5+1
POWDERED SOFT DRINK - REGULAR	3		DIAMOND CRYSTAL	50784	DRINK MIX FRUIT PUNCH
BOTTLED/CANNED - TROPICANA	12		TROPICANA	75717	JUICE APPLE PET
BOTTLED - CARBONATED DRINKS	14		WELCH'S	WPD71550	JUICE GRAPE SPARKLING WHITE

Distributor Item Number	Pack Size	Pack Qty	Stock Item (Y / N)	Item Cost	Mark-Up %	Total Item Cost	Notes
7276592	6	16 CT	N	$16.28	11.60%	$18.17	
5085568	6	72 CT	Y	$34.39	11.60%	$38.38	
7191505	6	28 CT	N	$23.25	11.60%	$25.95	
4715066	12	15.2OZ	N	$16.46	11.60%	$18.37	
0391534	4	8 CT	Y	$9.88	11.60%	$11.03	
7071108	24	20 OZ	N	$20.61	11.60%	$23.00	
7071098	24	20 OZ	N	$20.59	11.60%	$22.97	
9905694	24	12OZ	Y	$15.56	11.60%	$17.36	
7254142	3	3.5 LT	N	$103.89	11.60%	$115.94	Yield difference. Requires equipment change.
7253657	3	3.5 L	N	$85.79	11.60%	$95.74	Yield difference. Requires equipment change.
3343676	3	3.5 L	Y	$53.65	11.60%	$59.87	Yield difference. Requires equipment change.
2626109	48	8 OZ	N	$12.22	11.60%	$13.64	
7230086	6	1 GAL	Y	$10.52	11.60%	$11.74	
6530919	42	2 OZ	N	$43.37	11.60%	$48.40	
4851255	100	2 OZ	N	$139.18	11.60%	$155.32	
7253894	3	3.5 L	Y	$79.51	11.60%	$88.73	Yield difference. Requires equipment change.
6508978	24	20 OZ	Y	$22.05	11.60%	$24.61	
6506770	24	20 OZ	N	$22.05	11.60%	$24.61	
6506770	24	20 OZ	N	$22.05	11.60%	$24.61	
4948743	12	32 OZ	N	$66.02	11.60%	$73.68	
4060760	12	1.75LB	N	$72.48	11.60%	$80.89	
5932142	96	2 OZ	N	$129.19	11.60%	$144.18	
8399529	24	20OZ	N	$22.05	11.60%	$24.61	
7468515	24	20OZ	Y	$22.05	11.60%	$24.61	
7448988	112	1.4 OZ	Y	$66.76	11.60%	$74.50	
7610942	100	.7 OZ	Y	$31.12	11.60%	$34.73	
4053351	12	2GAL	Y	$44.02	11.60%	$49.13	
7425291	42	1.2 OZ	N	$24.23	11.60%	$27.04	
3343656	3	3.5LTR	Y	$53.65	11.60%	$59.87	
7254136	3	3.5 LT	N	$57.98	11.60%	$64.71	
7253779	3	3.5 L	Y	$67.35	11.60%	$75.16	
5920786	12	18OZ	Y	$22.19	11.60%	$24.76	
1605617	24	10OZ	Y	$18.21	11.60%	$20.32	
4324083	12	25.4OZ	Y	$33.30	11.60%	$37.16	