



May 15, 2015

Dear Food Service Provider,

Breakthrough Charter Schools will be accepting sealed bids on behalf of its network of schools (See Appendix A, Page 3 below) for breakfast, snacks and lunch meals. Attached is a copy of the invitation for Bid and Contract for a contract period beginning **August 1, 2015** and ending on **July 31, 2016** (*may be renewed by mutual agreement for (4) additional one-year terms*).

All bidders/vendors must have a catering license. Any vendor which is awarded this contract must agree to adhere to the specifications and conditions stated in the Invitation for Bid and Contract. If you wish to submit a bid for the preparation and delivery of meals for this program, please read the attached contract thoroughly and complete:

1. Section A, Pages 1-4: complete shaded areas (*including signature and date on page 2*)
2. Section B, Pages 1 and 2: complete shaded areas
4. BCS Specifications, Page 4: Cover page
5. BCS Specifications, Page 5 – 12: Attachments (*including completion of table on pages 7 and 8*)

Two completed copies of the entire bid packet are to be submitted along with a copy of current catering license and if applicable, a copy of current certification of Federal or State meat inspection. Bids will be received at Breakthrough Charter Schools offices at 10118 Hampden Avenue, Cleveland, Ohio 44108 until **9:00 am Friday May 29, 2015**. The bid opening will be conducted on **Friday May 29, 2015 at 10:00am** at the same location.

Breakthrough Charter Schools reserves the right to reject any and all bids, to waive any informality in bidding, and to award the contract in its best interest. Any questions must be submitted in writing to Megan Kayser via email at mkayser@breakthroughschools.org or by phone at 216.456.2086 extension 1312.

If you choose not to submit a bid for this contract, please complete page 2 of this document and return this letter to Breakthrough Charter Schools offices at 10118 Hampden Avenue, Cleveland, Ohio 44108.

Sincerely,

Megan Kayser

Operations Manager
Breakthrough Charter Schools

POTENTIAL BIDDER RESPONSE:

Please fill out the information below and return entire letter to agency if not submitting a bid.

_____ declines to submit a bid for meal
(Name of Food Service Management Company)
service for Breakthrough Charter Schools.

Name of Representative: _____

Title: _____

Signature: _____

Date: _____

Please return this form via fax (216-391-4770) or by email to mkayser@breakthroughschools.org.

Appendix A: Listing of Breakthrough Charter Schools for Consideration in IFB #1516NL (2015-2016)

Citizens Academy (CA) K-5	10118 Hampden Ave. Cleveland, OH 44108	Breakfast (B) Lunch (L) Snack (S)	B = 250 L = 400 S = 468
E Prep Cliffs (EPC) 5-8	1417 E. 36th St. Cleveland, OH 44114	Breakfast (B) Lunch (L)	B = 220 L = 280
Village Prep Cliffs (VPC) K-4	1417 E. 36th St. Cleveland, OH 44114	Breakfast (B) Lunch (L)	B = 336 L = 336 S = 339
E Prep Woodland Hills (EP WH) 5-8	9201 Crane Ave. Cleveland, OH 44105	Breakfast (B) Lunch (L)	B = 169 L = 254
Village Prep Woodland Hills (VP WH) K-4	9201 Crane Ave. Cleveland, OH 44105	Breakfast (B) Lunch (L)	B = 261 L = 392 S = 413