

Electronic Contract Approval System (ECAS) Renewal Year Contract Submission Training 2021-2022

Cost Reimbursable

Food Service Management Company (FSMC)

RFP/Contracts



ECAS

Electronic Contract Approval
System



Electronic Contract Approval System (ECAS)

[My Account](#)

[I want to:](#) ▾

- [Summary](#)
- [Contracts History](#)
- [Resources](#)
- [Training](#)

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

FSMC Contracts (Cost Reimbursable & Fixed Price)

This contract is for SFAs that want to contract with a state registered FOOD SERVICE MANAGEMENT COMPANY to manage the operation of district Child Nutrition Programs. This can include labor, food and supply purchasing, program management and supervision.

[Continue to FSMC Contracts](#)

[Learn More](#)

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

FSMC Contracts Summary_(Cost Reimbursable & Fixed Price)

Below are the list of your contracts.
To continue click on the Contract ID (or) click on "Add New Base Year Contract" button to start a new contract.

[Add New Base Year Contract](#)

Show entries Search:

	Contract Id <small>↑↓</small>	Next Steps <small>↑↓</small>	Vendor Name <small>↑↓</small>	Vendor Address <small>↑↓</small>	Contract Start Date - End Date <small>↑↓</small>	Contract Term <small>↑↓</small>	Contract Status <small>↑↓</small>	Last Modified Date <small>↑↓</small>
	B0-1PQCW2TW (CR-BASE)	Add Renewal	ARAMARK EDUCATIONAL SERVICES, LLC	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA - 19107	07/01/2020 - 06/30/2021	1	APPROVED	03/24/2021

Cost Reimbursable FSMC Renewal Contract Vendor Details

1. FSMC Information

2. Procurement Docu...

3. Charge Details

4. Certification

5. Signature

ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - B0-1PQCW2TW

Food Service Management Company Info

FSMC Details

Select FSMC *

ARAMARK EDUCATIONAL SERVICES, LLC - 1101 Market St., 23rd Floor, Philadelphia, PA, 19107

FSMC Name *

 ARAMARK EDUCATIONAL SERVICES, LLC


Address *

 1101 MARKET ST. - 23RD FLOOR

City *

 PHILADELPHIA

State *

 PA

Zip *

 19107

Contract Details

Start Date *



07/01/2021

End Date *



06/30/2022

Board meeting Date of FSMC
Approval



03/26/2021

Resolution Number *



2345

Submit and Continue

**Contract start date MUST be 7/1/2021 and
end date must be 6/30/2022 so
that there is no lapse in
the contract.**

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

Cost Reimbursable FSMC Renewal Contract Procurement Documents



Cost reimbursable FSMC Contract Information Submitted successfully! Please continue with the below. X

ANY TOWN BD. OF ED. - 01018888
ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

Procurement Documents

Charges - Form 23CR

Upload ALL tabs of Excel Form 23CR

No file chosen **← Upload ALL tabs of Form 23CR**

Description:

← Prev

Save

Charges - Form 23CR

Upload ALL tabs of Excel Form 23CR

Choose File Anytown Bd ...ramark.xlsx

Description: Form 23CR Aramark

Upload

#	Section Name	Uploaded File Name	Description	Date Uploaded	Delete
1	CR FSMC Procurement - Charges document	AnytownBdofEd-Form23CRaramark.xlsx	Form 23CR Aramark	03/30/2021	Delete

Charges - Form 23CR

Upload ALL tabs of Excel Form 23CR

File - AnytownBdofEd-Form23CRaramark.xlsx uploaded successfully

Choose File Anytown Bd ...ramark.xlsx

Description: Form 23CR Aramark

◀ Prev

Save

Submit and Continue

Cost Reimbursable FSMC Renewal Contract Contract Details - Charges

1. FSMC Information

2. Procurement Docu...

3. Charge Details

4. Certification

5. Signature

 Procurement Documents SAVED and SUBMITTED successfully !!



ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

Cost Reimbursable Renewal Contract Fees

Index Rate = 4.5 %

Max Allowable Annual Flat Fee:

\$ 15675


Actual Annual Flat Fee:

\$ 0

 Check the box if the SFA is participating in the following programs during school year 2021 - 2022 Breakfast Lunch After School Snack

 Other Programs SFSP CACFP (At-Risk Meals Only)

 Guarantee Information No Guarantee Breakeven Loss Return

 Amount of Guarantee:

\$ 2000

NOTE: Guarantee conditions and assumptions remain the same from base year through all renewal years.

 Prev

Save

Submit and Continue

Flat Fee

Index Rate = 4.5 %

Max Allowable Annual Flat Fee:

\$ 15675

Enter Actual Annual Flat fee NOT TO EXCEED Max Allowable amount



Actual Annual Flat Fee:

\$ 15600

Form 23CR – page 1

<i>Administrative/Management Fee, Profit/Loss and Guarantee</i>						
		NSLP, SBP, ASSP	CACFP	SFSP	CATERING/VENDED	TOTAL
CENTS PER MEAL:	\$0.0000	\$0.00	\$0.00	\$0.00		\$0.00
FLAT FEE / CATERING FEE:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME (EXPENSES) COST		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RETURN / (LOSS)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EQUIPMENT INVESTMENT (1 YR.)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R/L WITH EQUIP & MEAL CHARGE DEBT		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Flat fee amount



Cents per Meal Fee

Index Rate = 4.5 %

Max Allowable Cents Per Meal Fee: \$ 0.1672

Actual Cents Per Meal Fee: \$ 0.1670

Meal Equivalent Conversion Factor: 3.77

Amount from Base Year of contract will populate

Cents per Meal amount

Form 23CR – page 1

<i>Administrative/Management Fee, Profit/Loss and Guarantee</i>						
		NSLP, SBP, ASSP	CACFP	SFSP	CATERING/VENDED	TOTAL
CENTS PER MEAL:	\$0.0000	\$0.00	\$0.00	\$0.00		\$0.00
FLAT FEE / CATERING FEE:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME (EXPENSES) COST		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RETURN / (LOSS)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EQUIPMENT INVESTMENT (1 YR.)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R/L WITH EQUIP & MEAL CHARGE DEBT		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Meal Equivalent Conversion Factor

Form 348

The Meal Equivalent Conversion Factor from the base year contract remains in effect for all four (4) renewal years:

School Year	State Agency Determined Meal Equivalent Conversion Factor
2018 – 2019	\$3.58
2019 – 2020	\$3.66
2020 – 2021	\$3.77
2021 - 2022	\$3.88

📌 Check the box if the SFA is participating in the following programs during school year 2021 - 2022 Breakfast Lunch After School Snack

⚙️ Other Programs SFSP CACFP (At-Risk Meals Only)

🛡️ Guarantee Information No Guarantee Breakeven Loss Return

🛡️ Amount of Guarantee:

\$ 2000

NOTE: Guarantee conditions and assumptions remain the same from base year through all renewal years.

← Prev

Save

Submit and Continue

Cost Reimbursable FSMC Renewal Contract Contract Certification

1. FSMC Information

2. Procurement Docu...

3. Charge Details

4. Certification

5. Signature

Cost Reimbursable FSMC Renewal Contract Charge information Submitted successfully! Please continue with the below.



ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

Cost Reimbursable FSMC Renewal Contract Certification

Name of FSMC	ARAMARK EDUCATIONAL SERVICES, LLC	Address	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA, 19107
Start Date	07/01/2021	End Date	06/30/2022
Board Meeting Date	03/26/2021	Resolution Number	2345

I certify that the information provided above and in the preceding screens is true and accurate. I understand that by clicking on the Submit for State Approval button below, the information will be submitted to the State Agency for review.

◀ Prev

Submit for State Approval

Contract Not-Approved

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

FSMC Contracts Summary (Cost Reimbursable & Fixed Price)

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[Add New Base Year Contract](#)

Show entries Search:

Contract Id ^{↑↓}	Next Steps ^{↑↓}	Vendor Name ^{↑↓}	Vendor Address ^{↑↓}	Contract Start Date - End Date ^{↑↓}	Contract Term ^{↑↓}	Contract Status ^{↑↓}	Last Modified Date [↑]
R1-1PQCW2TW (CR-Renewal)	Re-Submit Contract	ARAMARK EDUCATIONAL SERVICES, LLC	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA - 19107	07/01/2021 - 06/30/2022	1	NOT-APPROVED	03/30/2021

Cost Reimbursable FSMC Renewal Contract Contract Details - Charges

1. FSMC Information

2. Procurement Docu...

3. Charge Details

4. Certification

5. Signature

ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

NOT-APPROVED

Cost Reimbursable Renewal Contract Fees

Guarantee Information No Guarantee Breakeven Loss Return

Amount of Guarantee:

\$ 2500

NOTE: Guarantee conditions and assumptions remain the same from base year through all renewal years.

Reviewer Comments

3/29/21 - Amount of Guarantee does not match Form 23. Revise and re-submit. (EF)

◀ Prev

Save

Submit and Continue

Guarantee Information No Guarantee Breakeven Loss Return

Amount of Guarantee:

\$ 2500

← **Error**

NOTE: Guarantee conditions and assumptions remain the same from base year through all renewal years.

Reviewer Comments

3/29/21 - Amount of Guarantee does not match Form 23. Revise and re-submit. (EF) ← **Instruction to correct**

← Prev

Save

Submit and Continue

Amount of Guarantee:

\$ 3000

← **Revised**

NOTE: Guarantee conditions and assumptions remain the same from base year through all renewal years.

Cost Reimbursable FSMC Renewal Contract Contract Certification

1. FSMC Information

2. Procurement Docu...

3. Charge Details

4. Certification

5. Signature

Cost Reimbursable FSMC Renewal Contract Charge information Submitted successfully! Please continue with the below. X

ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

NOT-APPROVED

Cost Reimbursable FSMC Renewal Contract Certification

Name of FSMC	ARAMARK EDUCATIONAL SERVICES, LLC	Address	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA, 19107
Start Date	07/01/2021	End Date	06/30/2022
Board Meeting Date	03/26/2021	Resolution Number	2345

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◀ Prev

Submit for State Approval

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

FSMC Contracts Summary (Cost Reimbursable & Fixed Price)

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R1-1PQCW2TW (CR-Renewal)	Upload Signature Page	ARAMARK EDUCATIONAL SERVICES, LLC	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA - 19107	07/01/2021 - 06/30/2022	1	PRE-APPROVED	03/30/2021

Agreement Number: **01018888**
District name: **ANY TOWN BD. OF ED.**
Click on the link to [Change the SFA](#)

Cost Reimbursable FSMC Contract Contract Signature

1. FSMC Information >> 2. Procurement Docu... >> 3. Charge Details >> 4. Certification >> 5. Signature

ANY TOWN BD. OF ED. - 01018888

ARAMARK EDUCATIONAL SERVICES, LLC - R1-1PQCW2TW

Download State Accepted Contract

Click on the below link to access the Pre-Approved Contract.

[Download ARAMARK EDUCATIONAL SERVICES, LLC FSMC RFP Contract](#)

[Download ARAMARK EDUCATIONAL SERVICES, LLC Contract Signature Page](#)

Upload the Signed Document

Download the contract document, print, obtain signatures and upload the following:

1. Cost Reimbursable Renewal Contract Signature pages.

The signature page must be executed by all parties in order for the contract to be valid and enforceable.

Choose File No file chosen

Description:

Upload

SFA Signed Date *

SFA Signed Date

FSMC Signed Date *

Vendor Signed Date

I certify that the Signature provided by the SFA is authorized to sign Contracts.

← Prev

Submit for State Approval

Download State Accepted Contract

Click on the below link to access the Pre-Approved Contract.

[Download ARAMARK EDUCATIONAL SERVICES, LLC FSMC RFP Contract](#)

[Download ARAMARK EDUCATIONAL SERVICES, LLC Contract Signature Page](#)

Cost Reimbursable FSMC Contract Renewal Signature Page

Except as specifically set forth in this Renewal, all other terms and conditions of the Contract shall remain the same and continue to be in full force and effect. In the event of a conflict between the provisions of the Contract and this Renewal, the provisions of this Renewal shall be controlling as to the matters set forth herein. The Parties agree that upon the effective date of this Renewal, it shall become a binding and integral part of the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Contract Renewal to be signed by their duly authorized representatives.

School Board President:

Printed Name: _____

Signature: _____

Title: _____

Date: _____

School Food Authority Business

Administrator/Administrator:

Printed Name: _____

Signature: _____

Title: _____

Date: _____

Food Service Management Company Representative:

Printed Name: _____

Signature: _____

Title: _____

Date: _____

Upload the Signed Document

Download the contract document, print, obtain signatures and upload the following:

1. Cost Reimbursable Renewal Contract Signature pages.

The signature page must be executed by all parties in order for the contract to be valid and enforceable.

Choose File Anytown Bd ...turePage.pdf

Description: Contract Signature Page

Upload

Upload the Signed Document

Below are the uploaded files

#	Uploaded File Name	Description	Date Uploaded	Delete
1	AnytownBdofEd-SignaturePage.pdf	Contract Signature Page	03/30/2021	Delete

Download the contract document, print, obtain signatures and upload the following:

1. Cost Reimbursable Renewal Contract Signature pages.

The signature page must be executed by all parties in order for the contract to be valid and enforceable.

File - AnytownBdofEd-SignaturePage.pdf uploaded successfully

Choose File Anytown Bd ...turePage.pdf

Description: Contract Signature Page

SFA Signed Date *

FSMC Signed Date *

I certify that the Signature provided by the SFA is authorized to sign Contracts.

[◀ Prev](#)

[Submit for State Approval](#)

Success!!



Your Signature page and other details are Successfully submitted for Review. Click on OK below, to navigate to the Summary page.

OK, proceed!!

No, thanks!

Signature Pages Not Approved

Contract Id	Next Steps	Vendor Name	Vendor Address	Contract Start Date - End Date	Contract Term	Contract Status	Last Modified Date
R1-1PQCW2TW (CR-Renewal)	Upload Signature Page	ARAMARK EDUCATIONAL SERVICES, LLC	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA - 19107	07/01/2021 - 06/30/2022	1	PRE- APPROVED	03/30/2021

The status will remain as
Pre-Approved

SFA Signed Date *

 03/25/2021

FSMC Signed Date *

 03/26/2021

I certify that the Signature provided by the SFA is authorized to sign Contracts.

 Reviewer Comments

3/29/21 - FSMC Signature is missing. Complete and re-upload. (EF)

 Prev

Submit for State Approval



**Follow instructions in the
Comments box**

Upload Revised Signature Page



Choose File Anytown Bd ...ge - REV.pdf

Description: Signature Page - REV

Upload

Upload the Signed Document

Below are the uploaded files

#	Uploaded File Name	Description	Date Uploaded
1	AnytownBdofEd-SignaturePage-REV.pdf	Signature Page - REV	03/30/2021
2	AnytownBdofEd-SignaturePage.pdf	Contract Signature Page	03/29/2021

Submit for State Approval

Contract Id	Next Steps	Vendor Name	Vendor Address	Contract Start Date - End Date	Contract Term	Contract Status
R1-1PQCW2TW (CR-Renewal)		ARAMARK EDUCATIONAL SERVICES, LLC	1101 MARKET ST. - 23RD FLOOR, PHILADELPHIA, PA - 19107	07/01/2021 - 06/30/2022	1	APPROVED

The Contract is NOT in effect until Contract Status shows APPROVED

REMINDERS:

- Print or save a copy of the Renewal Contract and Signature Page for your files.
- Provide a copy to the Food Service Management Company (FSMC).
- Notify the FSMC when the Renewal Contract receives Final Approval.

THANK YOU!

- This webinar has been provided as technical assistance for the ECAS Renewal submission process. Please contact DFNContracts@ag.nj.gov with questions.