

Plum Borough School District



PROPOSAL TO PROVIDE FACILITIES MANAGEMENT SERVICES FOR CUSTODIAL, MAINTENANCE, AND GROUNDS SERVICES

PROPOSAL INFO

**Response to RFP for:
Contracted Custodial
Management Service
and Supplies**

**Director of
Strategic
Partnerships:
Frank Strang**

**Date:
May 26, 2017**



**Healthier Environments,
Stronger Foundations**



Aramark



Frank Strang
Director of Strategic Partnerships

May 26, 2017

John Zahorchak
900 Ellicker Road
Plum, PA 15239

Dear John,

Thank you for the opportunity to present Aramark as a solution to your custodial and maintenance needs for Plum Borough School District. As your service partner for the past five years, we are grateful for the many opportunities we have had to be of service and we are particularly pleased with what has often been a collaborative process in developing facility service solutions for Plum Borough School District.

With the sincere desire for that collaborative process to continue, the intent of this proposal is to provide a path that allows the School District to take advantage of institutional knowledge and leadership ability that is contained in the Aramark team. The risk of transitioning services can be diminished by maintaining the primary elements of our program, allowing the School District to focus on the main goals they are charged with every day.

To that end, on the following pages we provide an overview of the proposed continuance of custodial and maintenance services.

Our proposal takes nothing for granted as we know we have to continue to earn your business. We value our long-standing relationship and look forward to working together to our mutual benefit.

Sincerely,

A handwritten signature in black ink that reads "Frank Strang". The signature is written in a cursive style with a large, prominent "F" and "S".

Frank Strang
Director of Strategic Partnerships

1101 MARKET STREET
PHILADELPHIA, PENNSYLVANIA 19107
800-999-8989
www.aramarkschools.com

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**PLUM BOROUGH SCHOOL DISTRICT
PROPOSAL FOR CONTRACTED
CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES**

Plum Borough School District
900 Elicker Road
Plum, PA 15239
412-798-6370

The undersigned hereby proposes to furnish Custodial Management Service and Supplies for the Plum Borough School District as per the prices quoted on the attached proposal pages. The undersigned certifies to have read and fully understand the specifications and offer to furnish the services in exact accordance with the specifications and at the prices quoted.

NAME : Jeff Gilliam

SIGNATURE : 

TITLE: President of Aramark SMMS LLC, the general partner of
Aramark Management Services Limited Partnership

COMPANY: Aramark Management Services Limited Partnership

ADDRESS : 1101 Market Street, Philadelphia PA 19107

PHONE : 215-238-3000

FAX : 215-238-8169

E-MAIL : strang-frank@aramark.com

CONTACT: Frank Strang

PHONE : 330-328-0180



EXECUTIVE SUMMARY

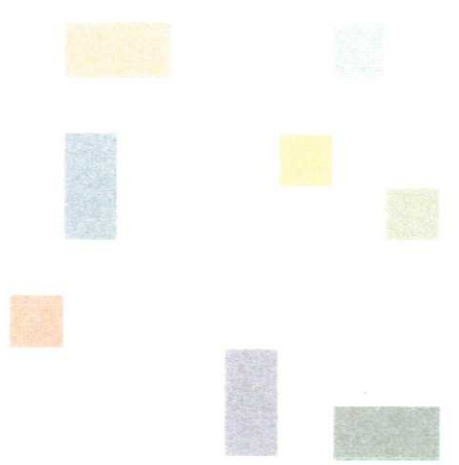
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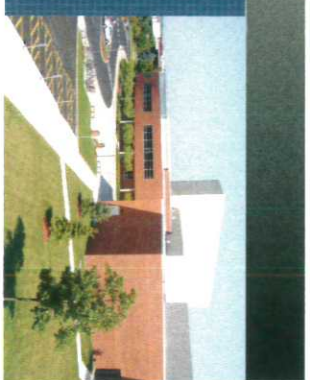


Plum Borough School District Objectives

Our approach is to collaborate with you to craft specific, effective solutions tailored to your District. We work with Plum Borough School District to:

- Maximize limited budgets.
- Achieve operational efficiencies.
- Increase responsiveness to daily service requests.
- Enhance the student learning environment.
- Improve the overall quality of District facilities.
- Increase employee supervision and accountability.
- Implement service culture development and reinforcement.





Client Lists

v. Client list comprised of Pennsylvania School Districts; include name of School District and School District contact information.



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Client Name and Address	Client Contact and Title	Client Phone and Email	Enrollment/ Buildings/ Square Feet	Service	Start Date
Blackhawk School District 500 Blackhawk Road Beaver Falls, PA 15010	Eric Brandenburg, Business Manager	724-846-6600 brandenburg@bsd.k12.pa.us	2,600 7 638,000	C P G	07/01/16
Bucks County Technical School 610 Wieler Road Fairless Hills, PA 19030-4196	Sharon Rendro, Business Manager	215-949-1700 srendro@bctcs.com	1,500 1 333,000	C P P	10/26/01
Burgocketown Area School District 100 Bavington Road Burgocketown, PA 15021	Jamie O'Donnell, Business Manager	724-947-8100 jodonnell@burgocketown.k12.pa.us	1,600 2 308,611	C P C	8/1/1985
Conestoga Area School District 3030 G Elm Road Thornade, PA 19372	Ron Kabanick, Business Manager	610-466-2400 kabanick@caschools.org	7,147 10	C F	7/1/2015
Council Rock School District 30 North Chancellor Street Newtown, PA 18940	Robert W. Reinhart, Business Manager Douglas Taylor, Director of Operational Services	215-944-1042 reinhart@crsd.org 215-944-1015 dougtaylor@crsd.org 717-732-3601	12,900 18 1,760,611	C C C	7/1/1989
East Pennsboro Area School District 890 Valley Street Erie, PA 17025	Dr. Jay Burkhardt, Superintendent	jburkhar@epasad.org	2,889 5 555,200	C P C	7/1/2000
Eastern Center for Arts and Technology 3075 Terwood Road Willow Grove, PA 19090	Mrs. Irene Dickinson, Business Manager	215-784-4940 idickinson@eastech.org	500 2 94,225	C P C	6/1/1982
George School Route #413, P.O. Box 4000 Newtown, PA 18940	Michael Toohay, Chief Financial Officer Mike Gesale, Director of Operations	215-578-8501 mtoohay@georgeschool.org mike.gesale@georgeschool.org	533 13 164,296	C C C	6/1/1985
Germanont Academy 340 Morris Road Ft. Washington, PA 18034-0287	Debi Schulman, Facility Manager Steve Hill, Assistant Business Manager	215-646-3300 debischulman@germantonacademy.org stevenh@germantonacademy.org	1,500 2 260,000	C C P	3/15/2004
Green Tree School 146 Walnut Lane, Box 26539 Philadelphia, PA 19144	Trieh Welenbach, Chief Executive Officer	215-943-4528 pwelenbach@greentreeschool.org	115 3 27,000	C C C	7/1/1987
Harrisburg City School District 1601 State Street Harrisburg, PA 17103	Ken Medina - Business manager Sylvia Knight-Burney - Superintendent	717-703-4095 kmedina@hcbgsd.us sknight-burney@hcbgsd.us	6,300 10 1,092,000	C G C	7/1/2014
Jenkintown School District 325 Highland Avenue Jenkintown, PA 19046	Zorian Dubenko, Business Administrator Mr. Douglas Moore, Board President	215-985-3722 zdubenko@jenkintown.org douglasmoore10@gmail.com	590 4 180,000	C C C	7/1/1979
Lincoln Intermediate Unit (LIU) 775 Marion Road York, PA 17402	Lynn Kraus, Management Services Director	717-624-6048 lkraus@liu12.org	520 1 275,000	C C C	3/1/2008
Ms. Saint Joseph Academy 120 West Washtechon Avenue Florstown, PA 19031	St. Kathleen Brakson, President Dr. Judy Caviston, Principal	215-233-3177 kbrakson@msjacad.org jcaviston@msjacad.org	520 4 83,656	C P P	8/1/1984
Pennsylvania School for the Deaf 100 West School House Lane Philadelphia, PA 19144	Marya Brandon, Head of School	215-951-4705 mbrandon@psd.org	190 9 133,000	C P CPM	7/1/1980
Slippery Rock Area School District 201 Keeler Road Slippery Rock, PA 16057	Dario Bellio, Business Manager Dr. Alfonso Angelucci, Superintendent Mr. Paul Cassar, Business Manager	724-794-2360 dbellio@psd.org a_angelucci@slipperyrock.k12.pa.us paul_cassar@slipperyrock.k12.pa.us	2,253 5 411,187	F C P	6/1/1986

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The Aramark Custodial Program



The Aramark Custodial Program is an integrated system, designed to employ state-of-the-art technologies and cleaning methods to ensure a healthy learning and working environment that promotes learning. We'll continue to help maintain comfortable, clean facilities, reduce Plum Borough School District's environmental footprint, and decrease upkeep costs.

OUR CUSTODIAL PROGRAM DRIVES THE FOLLOWING RESULTS:

- Clean, safe, healthy environments for learning and working
- Maximization of asset life
 - Preserving the quality and longevity of your district's floors, floor coverings, and other surfaces
 - Increasing building quality and ensuring consistency throughout the District
- Budget management and savings optimization
 - Controlling costs and improving overall departmental efficiencies with industry-leading cleaning systems
 - Leveraging national discount programs for supplies and chemicals
- Enhanced employee training, development, productivity, and engagement, which leads to:
 - Improved response time
 - Reduced turnover and increased morale among support employees
- Reduction of the use of chemicals through green technology that uses electrically activated water to yield superb results
- Elevated customer satisfaction among your district's stakeholders, students, faculty, staff, and community due to clean and healthy environments

OUR CUSTODIAL PROGRAM APPROACH:

- Employs industry-leading, proprietary cleaning systems
- Designs and implements clearly defined work schedules using proven and field-tested work standards
- Introduces a fully integrated process for project execution and a corresponding training program, which address appropriate equipment, cleaning products, and procedures
- Develops and practices standard operations policy and procedures that incorporate requirements made by all applicable state and federal agencies
- Trains staff members to continually evaluate their work, ensuring that the result is best-in-class service
- Continually seeks solutions that support environmental stewardship and sustainability

SPACECARE QL

An innovative, integrated system for routine, daily cleaning of rooms, SpaceCare QL improves quality and productivity by using new concepts that shift the focus of routine cleaning; reducing the number of products, tools, and supplies; and simplifying cleaning processes and training. The flexibility of the SpaceCare QL System allows for detail work on a weekly basis and the completion of urgent or emergency tasks.

SPACECARE QL BENEFITS INCLUDE:

- Improved quality
- Higher productivity
- Reduced costs
- Easy training
- Reduced product, process, and equipment confusion

FLOORCARE QL

A unique system that revolutionizes the care of flooring using new and innovative equipment, products, and processes to maximize quality, productivity, and safety.

FLOORCARE QL BENEFITS INCLUDE:

- Clean, well-maintained carpet
- Reduced maintenance costs
- Productivity increases ranging from 20 to 80 percent
- Improvement in morale, due to improved job execution processes
- **CarpetCare QL**—An innovative system to clean and maintain the appearance of commercial carpets, this unique system of high-speed equipment and specific products has been designed to reduce labor and increase productivity for maintenance on carpeted surfaces.



If appropriate for your district, we also will use:

TILE AND GROUT QL

The system uses new concepts to bring out the beauty of unglazed ceramic tile floors without the application or maintenance requirements of using a floor finish. With a two-step process using an enzyme-activated cleaner, this system produces a level of cleanliness and appearance that cannot be matched by conventional procedures.

TILE AND GROUT QL BENEFITS INCLUDE:

- Digestion of soils and prevention of buildup that cause stains and odors to keep floors smelling clean and fresh
- Reduction of project labor hours
- Efficient, long-lasting process, requiring only minimal routine maintenance
- Easy-to-learn system

MARBLE AND TERRAZZO QL

This innovative system improves the appearance of natural stone floors, such as marble and terrazzo, without the application or maintenance requirements of using a floor finish. With an easy-to-use, low-odor special paste that polishes floors much like a rubbing compound brings out the natural shine on a car's finish, the system produces excellent results on most types of marble, cement-based, and epoxy-based terrazzo floors.



Participants can expect a vigorous schedule, starting at 8:00 AM each day and not finishing until 7:00 PM on some evenings. Attendees should be prepared for intense study during all the sessions and after each, there is a test. Certification for the entire training is dependent on passing each session. It is suggested that this training should be completed by all custodial managers every three years.

AREAS OF FOCUS FOR TECHWEEK CUSTODIAL TRAINING

In TechWEEK and through consistent on-site training, Aramark enhances the skills of our employees, with specialized focus on areas such as:

- Equipment and chemical use training
- One-on-one process training
- Safety training
- Certification training in carpet care, hard floor care, wall and upholstery care, and other innovative systems
- Proper waste handling and management

IN-DEPTH COURSES PROVIDED TO PLUM BOROUGH SCHOOL DISTRICT CUSTODIAL STAFF:

- **Wood Floor Care**—Covers proper care and maintenance procedures for wood floor surfaces (Topics include floor construction, floor materials, terminology, daily and weekly maintenance procedures, and project work processes.)
- **Hard Surface Floors**—Focuses on the types of hard surface flooring, principles of soiling, maintenance programs, equipment, troubleshooting, and cleaning processes
- **Wall and Upholstery**—Explains the proper care and maintenance of upholstered walls and furniture (Topics include fabric construction, principles of soiling, equipment, stain removal, troubleshooting, and cleaning processes.)
- **Carpet Care**—Covers the construction and manufacturing of carpet, principles of soiling, maintenance program, equipment, stain removal, troubleshooting, and cleaning processes

Additionally, a complete library of technical bulletins is continually provided for on-site use. These technical bulletins cover a variety of subjects to assist the on-site manager in diagnosing and remedying a situation that may not be covered by our normal operating standards.

Green Cleaning Program



Aramark's Green Cleaning Program is more than a scientifically proven process—it represents **our commitment to your district's environmental stewardship and safe, healthy indoor environment.** We will continue to work closely with our clients to deliver innovative solutions that support environmental stewardship, sustainability, and thriving school communities.

OUR GREEN CLEANING PROGRAM DEFINED

Our green cleaning approach is based on more than 50 years of Aramark facility management experience. The Aramark **SpaceCare QLSM cleaning system drives our program** with standardized techniques and tasks; concentrated effort on daily cleaning; and high-functioning, supplies, tools, and products that meet stringent environmental standards.

Aramark partners with Diversey to develop and provide industry-leading **Green Seal-approved products**, which include:

- **All-Purpose Cleaner 2 (APC 2)**—This Green Seal-approved product is used as a general purpose cleaner for routine cleaning of glass, metal, ceramic, laminate, and painted surfaces.
- **FloorStar Light Duty Cleaner 4 (LDC4)**—This neutral pH floor cleaner is Green Seal-approved and applied to surfaces with microfiber mops, which provide a single-step cleaning method for greater productivity.
- **Fast Light Duty Cleaner**—This Green Seal-approved neutral pH detergent is used with the T7, T5, and T3 models to remove soil and black marks, reduce water consumption by 70 percent, and increase productivity by up to 30 percent. This is the only scrubbing system certified by the National Floor Safety Institute.
- **ec-H2O**—The environmental benefits of this electrically converted water include reduced chemical production and reduced water consumption by up to 70 percent. Floor scrubbers deliver an advanced state of safety and cleanliness available with ec-H2O technology.



GREEN CLEANING BENEFITS

Studies show that green cleaning programs in K-12 schools contribute to the well-being of both students and the administration. With the successful implementation of green cleaning programs, your district will gain a healthier, more productive environment for the entire District community.

Our green cleaning program will continue to help Plum Borough School District promote beneficial results in these key areas:

HEALTH AND WELLNESS:

- Enhanced student and teacher comfort
- Improvements in overall health and safety
- Reduction of long-term health issues
- Increased student productivity and higher test scores
- Better student attendance rates
- More frequent visitation by parents and community
- Attraction and retention of well-qualified teachers and administrators
- Increased open space and day lighting inside schools

ENVIRONMENTAL PROTECTION:

- Use of safer chemicals to protect users while minimizing environmental damage
- Reduced packaging and transportation impact through the use of concentrated products
- Water reduction
- Energy savings

COST-EFFECTIVE SERVICE:

- Reduction of cleaning product quantity required for daily cleaning
- Cost savings from transition from ready-to-use to concentrated products
- Reduced staff turnover as a result of worker safety priority



Aramark takes a practical approach to green cleaning operations while supporting leading environmental legislations and guidelines.



PLANT AND OPERATIONS MAINTENANCE

2B.1



Buildings are essential assets that all school districts must operate, maintain, and renew for current and future generations. Through routine preventive and corrective maintenance, Aramark will continue to bring systems, programs, on-site management, and facilities support to provide a well-run, safe, and comfortable environment for Plum Borough School District's students, staff, and administrators.

Our comprehensive maintenance program approach extends the life of your District's assets in a variety of ways:

- Provides greater efficiencies and savings in labor, productivity, purchased services, and supplies
- Ensures guaranteed measurable results
- Provides accelerated savings through energy conservation
- Ensures achievement of regulatory compliances
- Reduces emergency breakdowns and repairs
- Focuses on quality control to manage maintenance activity and work processes with the greatest efficiency
- Trains staff to analyze root causes and implement reliability in maintenance processes, ensuring that end results provide best-in-class service for students, staff, and parents
- Continually seeks solutions that support environmental stewardship and sustainability
- Employs a state-of-the-art computerized maintenance management system to ensure measurable and favorable program results

Aramark currently maintains 1.6 billion square feet in K-12 school districts throughout North America.

ROUNDS AND PREVENTIVE MAINTENANCE

The preventive maintenance approach uses a logical, technical process to determine the appropriate maintenance tasks required to achieve design reliability under specific operating conditions and in the particular environment. Workloads are balanced, quantified, and prioritized throughout the year, factoring in seasonal requirements, physical location of equipment, and total time available.

A systematic process of continuous improvement is used to ensure a constant review of the maintenance process and adjustments to improve quality at every opportunity. With preventive maintenance, we reduce the amount of future corrective work required.

SAFETY AND CODE COMPLIANCE

The safety and code compliance component of your maintenance program is designed to meet codes and requirements established by applicable regulatory agencies. This compliance enables Aramark to continue to assist Plum Borough School District with department-related safety inspections that minimize and reduce liability to buildings, equipment, students, and employees.

KEY AREAS OF SAFETY AND CODE COMPLIANCE THAT WE CAN HELP YOU WITH INCLUDE:

- Providing guidance in support of your maintenance department's policies and procedures, including compliance with the Environmental Protection Agency; the National Fire Protection Association; and other local, state, and federal requirements
- Collecting and maintaining all your pertinent documentation and compliance certification, per the requirements of applicable local, state, and federal laws or regulations
- Providing recommendations for correction of physical plant deficiencies, as required
- Performing hazard assessments and making recommendations regarding the procedures and provisions of safety to meet or exceed the manner described in applicable standards, rules, regulations, and codes
- Assisting with implementing processes and operational procedures that support infection control
- Assisting with instituting and documenting fire prevention measures in buildings where needed (Administrative support also is provided to help institute written procedures, drills, and safety inspections.)
- Assisting with preparing disaster plans



We handle every corrective work order as a means to discovering root cause for the occurrence, and we use that knowledge to better structure preventive maintenance.

Maintenance Training Programs



To deliver an efficient and effective maintenance program to your district, Aramark has developed a comprehensive maintenance training regimen for both the on-site manager and the maintenance staff.

We make significant investments to train your on-site managers in customer service, technical support, safety, and leadership skills. Our training program features include:

- One-on-one training, emphasizing personal and occupational growth
- Monthly in-service educational programs conducted for all department employees
- Continuous professional development and training on technical aspects and market-related issues

SAMPLE OF KEY MAINTENANCE TRAINING PROGRAMS WE OFFER TO ALL STAFF INCLUDE:

FM ACADEMY

FM Academy I training is designed to be taken by all of our facility maintenance managers within the first 12 months of their employment. The program's emphasis is on basics, such as daily, weekly, monthly inspections; program balance; work order backlog analysis; emergency management; customer quality standards; energy management; and benchmarking.





YOUR GROUNDS PROGRAM

2C.1

Aramark has successfully managed grounds for more than 30 years, with expertise ranging from manicured landscapes to managing national assets and extensive experience in athletic field maintenance. Over the years, school districts employing our grounds services have been recognized for excellence by industry organizations such as Professional Grounds Management Society (PGMS).

KEY ASPECTS INCLUDE:

- Preservation of the landscape, trees, turf, and shrub assets
- Enhancement of outdoor beauty and curb appeal
- Emphasis on creating safe playgrounds
- Well-maintained athletic fields and safe turf for student athletes
- Use of environmentally friendly equipment and supplies
- Employee training and certification program



professional grounds
management society





SAFE PLAYGROUNDS

Careful planning, proper installation, regular preventive maintenance, and proper supervision and inspection can reduce the number and extent of injuries. To help prevent Plum Borough School District students from becoming playground injury statistics and help to limit the liability of districts with playgrounds, we have developed the Aramark Playground Maintenance Program. This comprehensive program was developed using the guidelines of the Consumer Product Safety Commission (CPSC) and features the following:

- **Site Inventory and Evaluation**—Inventory and evaluation identifies features and play equipment on each playground and assesses playground conditions and usage.
- **Daily and Scheduled Inspections**—Documented inspections are used to monitor the safe condition of play equipment and surface materials.
- **Parent and Supervisor Guidelines and Information**—Important information on playground guidelines and training is provided for supervisors, parents, and students.
- **Program Documentation**—The program provides an organized system of documents for inspections, preventive and corrective measures, training, incident reports, and manufacturer's information.



United States
Consumer Product Safety Commission



SNOW REMOVAL AND DE-ICING

A complete snow removal and de-icing plan will be developed, shared with, and approved by District leadership. This plan will include but not be limited to:

- Preseason preparation
- Training and safety
- Snow response team and support personnel
- Required equipment, parts, and supplies
- Emergency contracted services providers
- Frequently needed equipment parts
- Position description and responsibilities for all participants
- A complete notification and response procedure, a standard operating procedure (SOP) that will include mobilization guidelines, weather-related delays and cancellations, priorities and procedures, and safety/precautionary measures to be communicated to all departments
- A 24-hour pre-storm written preparation plan
- Record keeping and documentation



RISK AND SAFETY MANAGEMENT

3.1



THE ARAMARK SAFETY PROGRAM

Schools today are challenged with an environment of increasingly complex safety, regulatory compliance, and accident prevention. Managing this exposure is critical to your success. Aramark combines 50 years of facilities services experience with proven, powerful risk exposure expertise, systems, and analytics tools.

Our safety solutions are shaped by expert guidance from our Executive Safety and Risk Control Steering Teams, which develop annual Strategic Loss Improvement Plans based on prioritized risks and established goals. These proven safety solutions will be customized for your district with specific focus on occupational safety and health and environmental risk. Continuous benchmarking and monitoring will continue to drive sustainable safety and risk control for Plum Borough School District.

*Aramark combines
50 years of
facilities services
experience with
proven, powerful risk
exposure expertise,
systems, and analytics
tools.*

SAFE Observations



BEHAVIORS

- Store heavy items at waist level



- No lifting above the shoulders



- Power Up
Lift with your legs



- Feet First
Turn with your feet not with your back



CONDITIONS

- Area clear of trip hazards
(cords, mats)



- Area clear of slip hazards
(water, ice)



PPE

- Hand protection



- Hand / arm protection



- Eye protection



- Slip-resistant footwear

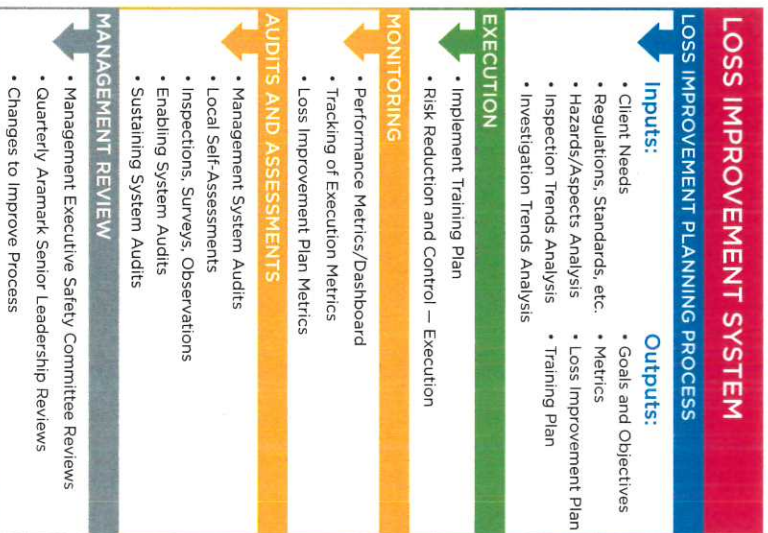


Suggestions / feedback:
safe@aramark.com

As part of our strategy and approach to safety and risk control, Aramark has developed an Aramark Risk Management System (ARMS) which identifies, evaluates, manages, and controls risk to ensure continuous improvement throughout the organization.

Aramark is committed to continuous reduction of risk exposure during our operations now and into the future. We will continue to partner with Plum Borough School District to build an environment of continuous and sustained sanitation and safety performance improvement.

ARAMARK RISK MANAGEMENT SYSTEM



Global Risk Management
 Anticipate • Evaluate • Mitigate

SAFETY LEADERSHIP

While our Executive Safety and Risk Control Steering Teams provide rigorous safety and risk control guidance, we also support each individual district with targeted safety leadership. As part of our Safety Leaders Program, Plum Borough School District's front-line manager will continue to serve as the safety leader reporting to our regional safety leader and their respective district manager.

- The safety leader, with support from the general manager, will be responsible for forming and facilitating a Safety Committee, composed of both management and hourly employees, to assist with your district's overall safety effort.
 - The group meets on a monthly basis and focuses on safety performance and a range of safety topics, such as OSHA regulations, Material Safety Data Sheets (MSDS), and evacuation plans.
 - All meetings are documented and forwarded to the safety director for review.

ENCOURAGING AND RECOGNIZING LEADERSHIP IN SAFETY

As part of a corporate-wide Safety Excellence Plan Program, Aramark North America Food, Hospitality, and Facilities Services created two safety awards.

- The two awards are the President's Safety Leadership Award and Safety Innovation Award.
- These awards are intended to recognize leaders within each business for their efforts that go beyond what is expected to create a workplace where "no one gets hurt."

INCENTIVE PROGRAMS

Each district establishes a safety incentive program that reinforces safe behaviors, rewards performance, and demonstrates that safety can be fun. Safety goals and objectives focused on safety performance and prevention also are established for all managers as part of the performance appraisal process.

PEOPLE FIRST

4.1



Training and Career Development

Aramark provides training and development programs that enhance skills and promote short- and long-term career growth, including leadership opportunities.

Our programs include:

- Technical training
- Soft skills training
- Leadership competency training
- Coaching and feedback opportunities

FRONT-LINE EMPLOYEE TRAINING

Our broad-based training and development program for front-line staff members includes our proprietary technical courses, hands-on training, one-on-one coaching, and in-service continuing education sessions.

TECHNICAL TRAINING CURRICULUM

Our facilities managers and front-line employees participate in a developmental curriculum related to their specialty. They move from introductory material to more advanced levels, and in several areas, they can become certified in a specialty. Here is a sample curriculum for custodial employees:

Custodial Courses Sample			
100	101	102	103
	Resilient Floor Care	Carpet Care	SpaceCare QL
200	201	202	203
	FloorCare QL	CarpetCare QL	QuadCare QL
300	301	302	303
	Tile and Grout QL	Marble and Terrazo QL	Touchless Cleaning
400	401	402	
	Wood Gym Floor Care	Certified Pool Operators	
Specialty			
	OUTLast	Wall and Upholstery Care	Food and Dining Cleaning Programs
100 / 200 / 300 Combo			
	TechWEEK		

BACK-TO-SCHOOL WORKSHOP

At the beginning of every school year, Aramark conducts a School Opening Workshop for all employees. We share our objectives for the school year and provide training on topics such as human resources policies, safe work behaviors, marketing promotions, and customer service.

SITE VISITS AND ASSESSMENTS

Site visits provide an excellent opportunity for informal feedback and coaching. Aramark's informal coaching strategy is important for developing skills and techniques. It is an effective tool to ensure that all staff members are working toward the same goal. Our management staff visits the schools regularly to review the program, teach, and simply be available to assist the facility services staff. Additionally, we encourage employee suggestions regarding ways to improve and innovate our business.

QUARTERLY IN-SERVICE

All front-line employees receive quarterly in-service training on a variety of subjects to improve their knowledge and skills. Policies, procedures, and operational requirements specific to Plum Borough School District are incorporated into the training.



Additional Awards, Compensation, and Benefits



Aramark appreciates and recognizes work well done. Through the practice of informal and formal recognition, we are able to celebrate the success of our employees. Individual and team recognition and rewards for achieving goals, sharing expertise, and other successes reinforce the personal value that every employee brings to their school environment. Our signature formal recognition program is called **Encore! Encore!** The program offers “on-the-spot” recognition and quarterly and annual celebrations.

The **Encore! Encore!** recognition program reinforces behaviors and outcomes that support:

- Building a better team
- Providing exceptional service
- Enhancing community
- Driving for results
- and environment

NOTICE EFFORT

Has an employee delighted a customer, helped out or inspired the team? Our eCards are a great way for managers to say “thanks!” Or they can build a quick, fun eButton to show employees their efforts are noticed. One by one, noticing little efforts adds up to big success at Aramark. All Aramark K-12 Education accounts use the **Encore!** Program

Encore! Program to reward and celebrate employee accomplishments and milestones.



EMPLOYEE APPRECIATION DAY

Employee Appreciation Day is the day each year that we celebrate our employees. Aramark employees work hard to serve our clients and consumers around the world; this day is about serving our employees. On this annual day of appreciation, we recognize our employees’ efforts and emphasize how these efforts impact our clients, consumers, and Aramark as a whole.

CELEBRATE MILESTONES

Your first day. Your birthday. Your career anniversary. Let no major milestone go unnoticed. This is the place to celebrate! Send an eCard to honor an employee’s birthday or their career anniversary, or welcome them on their first day. Our eCard library offers dozens of ways to cheer the years.

And when it’s your significant career anniversary, you’ll feel our appreciation with special recognition and rewards. You’ll be asked to make your gift selection from the online “Yearbook” catalog that features career awards tailored to the anniversary you’re celebrating.

ADDITIONAL AWARDS FOR RECOGNITION

- The Jefferson Awards acknowledge key community contributions.
- Aramark Service Awards acknowledge key tenure milestones with gifts of appreciation.
- Holiday and year-end celebrations acknowledge team and individual contributions.
- The President’s Leading with Safety Award recognizes a leader who has contributed significantly to shaping Aramark’s safety culture.



REPORTING AND TRACKING

5.1

Reporting systems and tracking are critical in performance measurement, standards compliance, waste reduction, and improvement. Aramark has invested in the best infrastructure and continues to update it based on emerging technologies. Our performance measurement tools include:

- **Labor Productivity**—Aramark uses a web-based time and labor management system to manage service associates' time.
- **Service Responsiveness and Customer Satisfaction**—Using our computerized maintenance and management system (CMMS), we measure and monitor key customer satisfaction indicators including service response time, order backlog and reporting, and customer surveys.
- **Budget Integrity**—Through proven processes, training techniques, and analytical tools, we ensure cost efficiencies in terms of both time and materials. This includes analyzing all expenditures; managing capital spending; and measuring performance.
- **Benchmarking and Comparative Indices**—Our BenchMARK Performance Measurement Program has the capability to measure more than 35 variables against a selected baseline.



ASSET TRACKING AND EQUIPMENT INVENTORY

- Details equipment inventory
- Provides asset maintenance and financial history—YTD and LTD
- Details equipment configuration and areas served
- Ranks risk
- Displays CAD drawings tied to asset and photos
- Keeps mechanical equipment notes
- Captures handheld asset information

SERVICE CONTRACT TRACKING

- Tracks contract features such as cost, duration, and renewal date
- Ties service contracts to assets

QUALITY CONTROL AND INSPECTIONS

- Categorizes user-definable customer surveys by work type
- Surveys integrated into work request system
- Tracks savings to customer

It is important to recognize that this system does not replace the impact of a truly dedicated Service Response Center staff. We incorporate a CMMS with the Service Response Center not as a replacement for it.





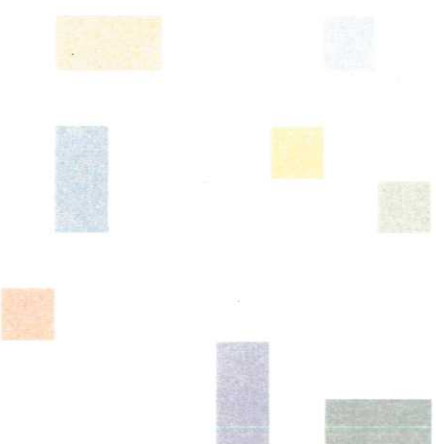
INNOVATION AND INTELLIGENCE

6.1

Aramark is committed to ongoing innovation to stay on pace with industry trends while always providing a cost-effective, highly efficient, and environmentally sound program for Plum Borough School District. We continually invest in state-of-the-art research and development practices that encompass product development, systems development, testing, and process and procedures implementation.

Over the years, Aramark has led the charge for innovation and cutting-edge industry changes, which have kept our service systems ahead of conventional programs.

Aramark has developed 17 revolutionary innovations that have helped shape the custodial services industry and are providing significant benefits to the K-12 education community.



OUR PROCESS

- Detailed procedures are developed by our Product Development Group specifically for the chemicals and equipment to be used. They are then tested extensively on premises to ensure effectiveness.
 - Only after extensive testing and refinement does a procedure become a technical process included in one of our systems.
- The Aramark systems significantly reduce labor and supply costs.
 - High-speed, precise, multi-functional equipment is used to perform tasks that were historically performed manually.
 - By replacing physical labor with mechanical labor, our systems provide Plum Borough School District with a cleaner facility, requiring fewer work hours and generating labor savings.
 - Tasks are less labor intensive for your employees.



SAMPLES OF RECENT INNOVATIVE ARAMARK-DEVELOPED PROGRAMS

ELECTRICALLY ACTIVATED WATER SYSTEMS (EAWs)

Evolving innovations include electrically activated water system (EAW) technology, which converts normal tap water into multiple-stream, powerful cleaning solutions by using a salt-and-water brine with an electrical current to separate the positive and negative ions in water.

- These streams are known as anolyte and catholyte or acidic and alkaline water.
- This new innovative technology is being improved with Aramark's researchers to develop cost-effective commercial cleaning equipment that eliminates the environmental impact of producing, packaging, transporting, and disposing of traditional cleaning products.
- EAW also reduces labor involvement, training, and product handling liability; it begins with water and ends with water.



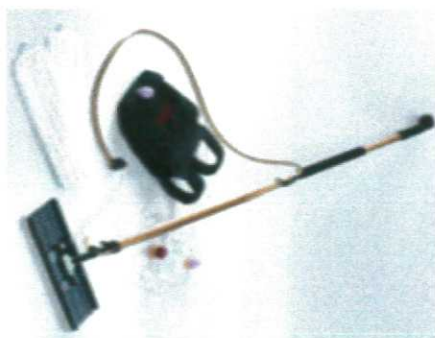
We support your on-site managers with technical updates and new procedures that adhere to federal, state, and local regulations. All this support is provided at no additional cost and is available only through Aramark.

SCOTCHGARD™ STONE FLOOR PROTECTOR

Traditional floor finishes have high gloss but low durability; Scotchgard Stone Floor Protector offers a clear high gloss and high durability finish for concrete, marble, terrazzo, and other porous stone surfaces.

Benefits include:

- Reduced maintenance and labor costs
- 35-60 percent savings versus traditional acrylic finishes
- 6-10 times harder than traditional acrylic finishes
- High gloss/high durability
- Does not need to be stripped or deep scrubbed
- Reduce stain potential
- Reduces potential slips, trips, and falls



GREEN BUILDINGS AND OPERATIONS

Building operations are a large consumer of natural resources and a major contributor to greenhouse gas emissions. In our own operations, and in partnership with our clients, we help create and operate buildings that are increasingly environmentally friendly, energy efficient, and healthy.

Our approach includes:

- Implementing preventive maintenance programs for all equipment and assets to improve efficiency and life span
- Following standard operating procedures that are aligned with the U.S. Green Building Council's (USGBC's) Leadership in Energy and Environmental Design (LEED) certification for all services—grounds, maintenance, and custodial



Aramark has helped our clients achieve LEED certification for more than 15 million square feet of building space.

ENERGY AND WATER CONSERVATION

Our operations depend on safe and reliable energy and water sources. Nearly all of the energy we consume is supplied by finite natural resources, the generation of which contributes to climate change and affects the environmental quality of the communities we serve. We advocate for and partner with school districts to bring a range of energy and water conservation programs to the places we operate.

CONSERVATION TACTICS INCLUDE:

- Purchasing ENERGY STAR-rated equipment whenever possible
- Developing and implementing an energy conservation policy regarding lighting and computer use
- As budgets permit, reviewing possible energy management opportunities with Aramark to further reduce overall consumption



Council Rock School District of Pennsylvania, in partnership with Aramark, has been awarded ENERGY STAR Partner of the Year 2008 and 2009.



ARAMARK CORPORATION

Z1



ARAMARK OVERVIEW

Aramark delivers experiences that enrich and nourish people's lives through innovative services in food, facilities management, and uniforms. We provide award-winning services to healthcare institutions, universities and school districts, stadiums and arenas, and businesses in 19 countries around the world.

As a leader in a large, growing market, Aramark proudly serves its blue chip client base through high-quality service and innovation to meet their evolving needs. With safety, quality, and service excellence as core values that define the company, Aramark is also committed to responsibly addressing issues that matter to our clients, customers, employees, shareholders, and communities by focusing on employee advocacy, environmental stewardship, health and wellness, and community involvement.

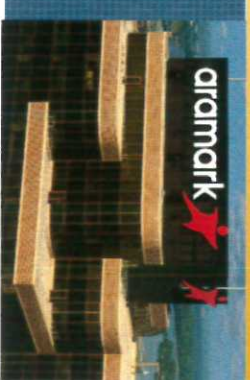
Headquartered in Philadelphia, Aramark is composed of 270,000 service stars worldwide.

RECENT AWARDS

- Since 1998, Aramark has consistently been recognized among the World's Most Admired Companies by *FORTUNE* magazine.
- Once again Aramark was named to The Global Outsourcing 100 list.
- Aramark was again recognized as one of the World's Most Ethical Companies by the Ethisphere Institute, a group dedicated to business ethics, corporate social responsibility, anticorruption and sustainability. We were selected from a competitive group of companies spanning over 100 countries and 36 industries.



Aramark Organization



Aramark is a leader in the industry, creating environments that support the dedication to ensure student achievement. We provide a wide range of facility and food and nutrition services to more than 500 K-12 school districts. The ultimate goal of our presence is to create an environment of shared vision that allows students and faculty to flourish.

Aramark is composed of:

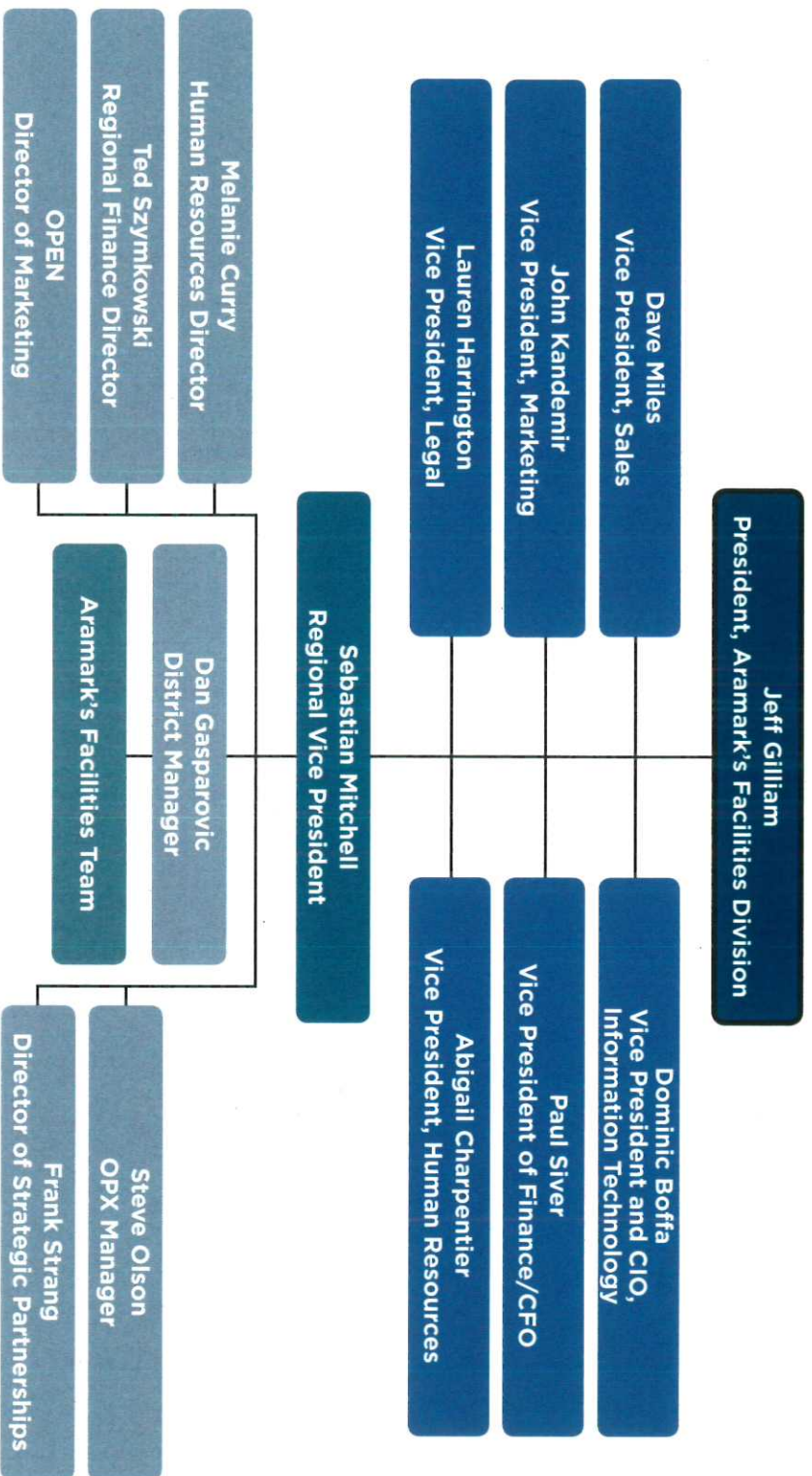
- **Facilities Services**—Includes maintenance, custodial, grounds, energy management, construction management, and building commissioning. We help to create clean, safe, comfortable, well-maintained learning environments to support student achievement.
- **Food and Nutrition Services**—Includes national school feeding programs, The Tines, U.B.U. Lounge, Java City, and comprehensive nutrition and health initiatives. We help increase student meal participation, improve service, increase student satisfaction, and achieve cost reduction.

FACILITIES SERVICES K-12 OVERVIEW

Aramark is the leading provider of facility management services to K-12 education for more than 50 years, serving approximately 200 districts. As a company, we are distinguished by our understanding of the K-12 environment and the issues you face. Whether it is operational challenges, aging buildings, underfunded budgets, or facility employees stretched thin, we provide the expertise that yields superior results in the following outcomes—budget management, service excellence, employee development, and community commitment.

FOOD AND NUTRITION SERVICES K-12 OVERVIEW

Aramark is the leading provider of professional food and support management services to K-12 school districts in the United States, serving more than 2 million students in nearly 400 school districts. We help client school districts increase student meal participation, improve service, boost student satisfaction, and achieve cost reductions.

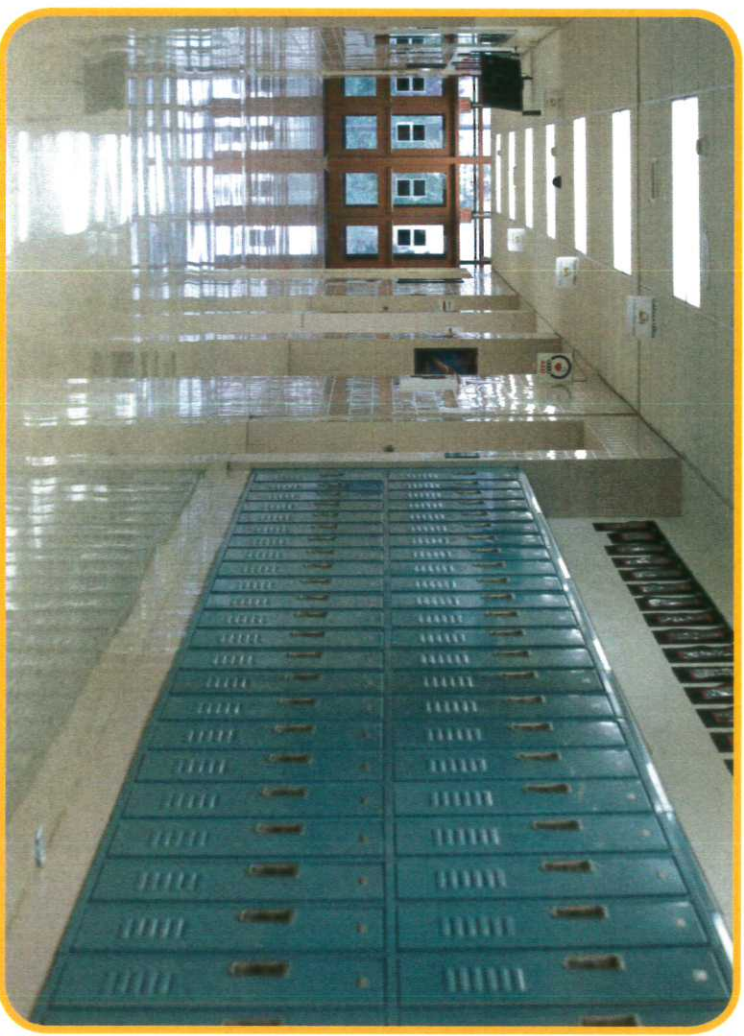


CORPORATE SUPPORT STAFF

Purchasing and distribution Facilities planning and design Legal Human resources Data processing	Research and development <ul style="list-style-type: none"> • Safety and sanitation • Security Environmental issues	Accounting <ul style="list-style-type: none"> • Payroll • Auditors • Accounts payable Training and development Marketing and merchandising Management information systems
--	--	---

- **Technical Program Manager**—Steve Olson has years of experience managing and supporting accounts of varied complexity and assists the on-site team with program implementation, training, and technical support.
- **Financial Services**—Measuring and monitoring performance, whether energy consumed or expenditures to budget, is a high priority. Tracking expenditures and interpretation of key variances require an experienced financial manager who understands not-for-profit accounting and facilities services management. Christopher Volosin will be responsible for the development and implementation of all performance measurement and monitoring systems. Examples may include financial status, energy cost and consumption, employee productivity, project expenditure and status, customer satisfaction, and benchmarking.

Aramark's support structure is a distinguishing benefit. We have invested heavily in the leadership quality of our support resources—both systems and people. We stay on the leading edge and set the standard for the industry. In areas other than quality, standards, and compliance, flexibility is virtually unlimited in the application of our systems and support. Our responsiveness is the key to your control.



SUPERINTENDENT OF THE YEAR PROGRAM

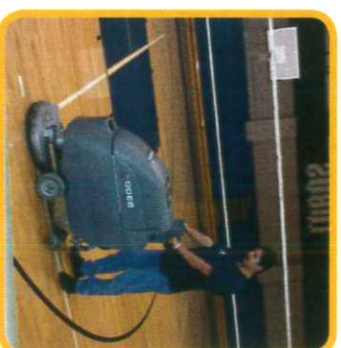
Since 1987, Aramark has partnered with AASA to honor outstanding school superintendents in each state and overseas through the National Superintendent of the Year Program. In addition to other awards presented to each recipient, U.S. Savings Bonds are presented to four national finalists. A National Superintendent of the Year is chosen and awarded a \$10,000 college scholarship to present to a student from his or her alma mater.

RICHARD R. GREEN AWARD PROGRAM

Aramark and Council of the Great City Schools honor the memory of an outstanding urban educator, Richard R. Green, through the Richard R. Green Awards Program. The award recipient, a superintendent or board member within the Council's membership of 65 urban school districts, receives a \$10,000 scholarship to present to a graduating senior in his or her school system or alma mater.

STUDENT SCHOLARSHIP PROGRAMS

Aramark is privileged to support The National Caucus of Black/Hispanic School Board Members, affiliates of the National School Boards Association (NSBA), with scholarships to minority students on an annual basis. We also support NABSE, National Association of Black School Educators.



EMPLOYEE ADVOCACY

Through professional development programs in all of our varied business areas, we teach new technical skills and offer the opportunity for each Aramark employee to chart a career path into supervisory and management positions.

Aramark's 270,000 employees worldwide are located within thousands of diverse businesses and public institutions. Aramark understands that a mosaic of backgrounds, styles, perspectives, values, and beliefs adds value to our workforce, workplaces, and partners. We are composed of unique individuals who together define the company.

We are committed to ensuring the health and safety of our employees as they work in businesses around the globe. Aramark safety champions are integrated within our business operations, and Loss Prevention Steering Teams develop and implement enterprise-wide safety plans.

ENVIRONMENTAL STEWARDSHIP

At Aramark, we have a deep respect for and commitment to preserve our environment. We have developed environmental stewardship programs and policies that weave throughout our operations in the core areas of building operations, procurement, food, and partnerships:

- **Building Operations**—Aramark's architects, designers, and engineers evaluate the buildings in which we operate to assess the environmental impacts of their design, materials, and energy use. Our teams are LEED and LEED-EB certified and help our clients create and retrofit buildings to meet accreditation standards.
- **Procurement**—Aramark strives to purchase environmentally friendly products that are biodegradable, toxic-free, and recyclable, where possible.
- **Food**—We offer our clients access to meals prepared with ingredients raised, grown, and harvested according to environmentally sound practices.
- **Partnerships**—Aramark made a commitment to help preserve the world's oceans and fisheries through a partnership with Monterey Bay Aquarium's Seafood Watch Program. The Aquarium will help Aramark develop practices to guide the supply, purchase, and consumption of sustainable seafood for as many as 180,000 Aramark employees in the U.S. and potentially tens of millions of consumers in businesses, universities, schools, sports and entertainment facilities, parks, and other Aramark locations.

EXAMPLES OF ARAMARK'S CORPORATE SOCIAL RESPONSIBILITY ACTION

Aramark's businesses touch more than two million people every day. Through our aligned business purpose and corporate social responsibility (CSR) focus, we have an opportunity to consistently make a positive impact on our customers. This is demonstrated in programs, commitments, and actions across our organization, some of which are highlighted here.

ENVIRONMENTAL STEWARDSHIP EXAMPLES

- Aramark Healthcare Canada's Environmental Stewardship Initiative (ESI) earned a Waste Minimization Gold Award in Communications from the Recycling Council of Ontario (RCO) for the second straight year. The ESI is delivered largely through client sites across the country and is a broad-based and evolving environmental awareness communications platform focused on engaging Canadians to reduce their ecological footprint.
- Green Thread®, launched in 2008 by Aramark, is a brand that encompasses a range of options for environmental programs and practices. Green Thread allows Aramark and our clients to efficiently customize an environmental strategy that educates and engages consumers in environmental practices that extend from our on-site operations to opportunities at home for the entire family. Aramark has implemented Green Thread practices at more than 1,000 locations, reaching millions of consumers.
- Aramark received the InfoWorld Green 15 Award, which recognizes companies around the globe that have embraced green technology to drive energy efficiency, trimming of waste, and reducing or eliminating the use of the production of harmful substances. In Aramark's corporate offices, practices including a managed print program have reduced energy and paper consumption.
- Aramark Corporation recently announced a national partnership with Amerex Energy Services to provide clients with an array of energy services, including the purchase of renewable energy credits (REC). This alliance broadens Aramark's portfolio of options to help businesses reduce energy use and cost-effectively procure energy resources. Services include conducting energy audits and developing energy reduction strategies.
- Aramark's business and industry group (BLG) locations across the country featured special 2010 Earth Day menus and distributed related educational information. BLG Facility Services distributed white pine trees to all employees at a GM plant in northeast Ohio and participated in a "river sweep" to clean up feeders to the Cuyahoga River.
- Los Alamos National Laboratory recently honored Aramark's business dining division with an award for sustainable food service practices. The recognition was given to Aramark for spearheading the transformation of the on-site restaurants, coffee kiosks, catering operations, and mobile vending programs on the 36-square-mile New Mexico campus. From eliminating all nonrecyclable or biodegradable packaging to developing a composting program, Aramark implemented a series of environmentally sensitive alternatives.

COMMUNITY EXAMPLES

- In 2010, 49 Aramark employees received prestigious Jefferson Awards, which are national honors given by the American Institute for Public Service to American citizens devoted to community and public service. Aramark employees from across the country were recognized as part of the Corporate Champions Program with gold medal winner Krista Wennerstrom, food service director for Aramark Healthcare in Chicago, honored along with other recipients from around the country at a U.S. Senate reception on Capitol Hill.
- In nine cities across the United States, Aramark employees joined with the Student Conservation Association (SCA), volunteering on conservation service projects during Earth Week 2010. The SCA is the nation's oldest and largest nonprofit, nonadvocacy organization devoted to linking young people and their communities, to protect our parks and urban green spaces, restore our environment, raise awareness of our natural world, and improve the lives of those in underserved communities.
- Aramark was named a finalist for the U.S. Chamber of Commerce Corporate Citizenship Award in the U.S. Customer Service Category. Aramark is being recognized for its company-wide signature community involvement initiative, Aramark Building Community, which is designed to harness the company's expertise and resources to strengthen the capacity of local community centers.



REQUIRED DOCUMENTS

8.1



In this section please find the following items:

- Non-collusion Affidavit
- Bid Sheets
- Certificate of Insurance
- Legal Assumptions
- Sample Contract
- Form 10-K

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this proposal. According to the Pennsylvania Anti-bid-Rigging Act, 73 P.S. ##166 et seq. governmental agencies may require Non-Collusion Affidavits to be submitted together with proposals.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the contractor who makes the final decision on prices and the amount quoted in the proposal.
3. Proposal rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of proposals are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the Contractor with responsibilities for the preparation, approval or submission of the proposal.
4. In the case of a proposal submitted by a joint venture, each party to the venture must be identified in the proposal documents, and an Affidavit must be submitted separately on behalf of each item.
5. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the proposal.

NON-COLLUSION AFFIDAVIT

Contract/Bid No. _____

PLUM BOROUGH SCHOOL DISTRICT

TOTAL PROPOSAL PRICE FOR CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES:

YEAR 1 (2017-2018) \$ 710,465

YEAR 2 (2018-2019) \$ 724,674

YEAR 3 (2019-2020) \$ 739,167

Exceptions:

This option is for all purchasing of maintenance and custodial supplies with 2 managers/supervisors. The purchasing of maintenance supplies would be capped at any item up to \$ 2,500.00. Items over that would be a capital expense.

PLUM BOROUGH SCHOOL DISTRICT

TOTAL PROPOSAL PRICE FOR CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES:

YEAR 1 (2017-2018) \$ 650,467

YEAR 2 (2018-2019) \$ 663,476

YEAR 3 (2019-2020) \$ 676,745

Exceptions:

This option is for all purchasing of maintenance and custodial supplies with only 1 managers/supervisors. The purchasing of maintenance supplies would be capped at any item up to \$ 2,500.00. Items over that would be a capital expense.

PLUM BOROUGH SCHOOL DISTRICT

TOTAL PROPOSAL PRICE FOR CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES:

YEAR 1 (2017-2018) \$ 251,256

YEAR 2 (2018-2019) \$ 256,281

YEAR 3 (2019-2020) \$ 261,406

Exceptions:

This option is only for Aramark purchasing the chemical supplies for custodial services with 2 managers/supervisors. The purchasing of all other paper supplies for custodial services and maintenance supplies will be the responsibility of Plum School District. This does include the cost of the mat service of \$ 14,800 per year.

PLUM BOROUGH SCHOOL DISTRICT

TOTAL PROPOSAL PRICE FOR CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES:

YEAR 1 (2017-2018) \$ 191,259

YEAR 2 (2018-2019) \$ 195,084

YEAR 3 (2019-2020) \$ 198,985

Exceptions:

This option is only for Aramark purchasing the chemical supplies for custodial services with 1 managers/supervisors. The purchasing of all other paper supplies for custodial services and maintenance supplies will be the responsibility of Plum School District. This does include the cost of the matt service of \$ 14,800 per year.

PLUM BOROUGH SCHOOL DISTRICT

TOTAL PROPOSAL PRICE FOR CUSTODIAL MANAGEMENT SERVICE AND SUPPLIES:

YEAR 1 (2017-2018)

YEAR 2 (2018-2019) \$ 3,245,808

YEAR 3 (2019-2020) \$ 3,310,724

Exceptions:

This option is for all purchasing of maintenance and custodial supplies with 2 managers/supervisors. The purchasing of maintenance supplies would be capped at any item up to \$ 2,500.00. Items over that would be a capital expense. Additionally this is a full labor option for year 2 of the contract. The wages are based on information provided by Plum School District in 2017, the wages have been increased by 3% based on a best guess of what the bargaining agreement will be in 2018 and cannot be guaranteed since the current agreement have not be ratified yet. The 2019-2020 cost is based upon a 2% increase.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/29/2016

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 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 Willis of Pennsylvania, Inc. c/o 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME:		
	PHONE (A/C, NO. EXT):	877-945-7378	FAX (A/C, NO.): 858-550-1140
	E-MAIL ADDRESS:	certificates@willis.com	
INSURER(S) AFFORDING COVERAGE		NAIC #	
INSURER A: ACE American Insurance Company		22667-003	
INSURER B: Indemnity Insurance Company of North Amer		43575-001	
INSURER C: ACE Fire Underwriters Insurance Company		20702-001	
INSURER D:			
INSURER E:			
INSURER F:			

INSURED Aramark Services, Inc. Its Divisions & Subsidiaries Aramark Tower 1101 Market Street, 30th Floor Philadelphia, PA 19107
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COVERAGES

CERTIFICATE NUMBER: 24631815


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		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Law Liability <input checked="" type="checkbox"/> Vendors Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			HD0G27852130	10/1/2016	10/1/2017	EACH OCCURRENCE	\$ 2,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ Included	
								MED EXP (Any one person)	\$ 5,000
								PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ Unlimited	
							PRODUCTS - COMP/OP AGG	\$ Unlimited	
								\$	
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> Self-Insured for <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Auto Physical Damage			ISAH09042702	10/1/2016	10/1/2017	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000	
							BODILY INJURY (Per person)	\$	
								BODILY INJURY (Per accident)	\$
								PROPERTY DAMAGE (Per accident)	\$
								\$	
	UMBRELLA LIAB						EACH OCCURRENCE	\$	
	EXCESS LIAB						AGGREGATE	\$	
								\$	
								\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WLRC4860593A	10/1/2016	10/1/2017	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER	
A	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A	WLRC48605928	10/1/2016	10/1/2017	E.L. EACH ACCIDENT	\$ 2,000,000	
C	If yes, describe under DESCRIPTION OF OPERATIONS below			SCFC48605941	10/1/2016	10/1/2017	E.L. DISEASE - EA EMPLOYEE	\$ 2,000,000	
							E.L. DISEASE - POLICY LIMIT	\$ 2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
ARAMARK's General Liability and Auto Liability policies are noncancellable. Workers' Compensation notices of cancellation are in accordance with each state law. Products/Completed Operations and Contractual Liability are included under General Liability.

Total Limit: \$2,000,000.

CERTIFICATE HOLDER Upon execution of a written agreement a certificate will be issued in compliance with mutually acceptable insurance requirements.	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 

MANAGEMENT SERVICES AGREEMENT

This **MANAGEMENT SERVICES AGREEMENT** (the "Agreement") is entered into this ____ day of _____ 201_, by and between [DISTRICT'S FULL LEGAL NAME], a _____ ("District"), and **ARAMARK MANAGEMENT SERVICES LIMITED PARTNERSHIP**, a Delaware limited partnership ("Aramark"). District and Aramark will be referred to jointly as the "Parties" and individually as a "Party."

WITNESSETH THAT:

1. Scope of Management Services

District hereby grants to Aramark the exclusive right to provide District with certain Management Services for District's facilities (the "Facilities") during the Term (defined below in Section 2). "Management Services" are defined by the scope of work described in the following Exhibits, which are incorporated by reference herein. The Facilities for which Management Services will be provided are defined individually for each type of service, and are listed in Attachment 1 to each respective Exhibit. Aramark will provide the Management Services solely in accordance with the Exhibits and in accordance with the terms and conditions of this Agreement.

Service	Exhibit

Aramark shall render the Management Services with the same degree of care normally exercised by other professional service providers under similar circumstances. Aramark will perform its services hereunder as an independent contractor, and nothing in this Agreement shall be deemed to make Aramark, or its employees, a common law employee, agent, partner or fiduciary of, or joint venturer with, District. Aramark shall at no time be acting as an architect, engineer, indoor air quality expert or advisor or other design professional, and shall not be required to carry out duties requiring the services of a design professional.

District shall be solely responsible for all services required for the ownership and operation of the Facilities beyond the scope of the Management Services to be provided by Aramark. District shall be responsible for compliance with all federal, state, and local safety and health laws and regulations with respect to the Facilities. Aramark shall be responsible for compliance with all federal, state, and local safety and health laws and regulations with respect to the Management Services.

2. Term; Renewals

The initial term of this Agreement will begin on _____, 201_ (the "Commencement Date"), and will continue for a period of _____ (___) years (the "Initial Term").

Thereafter, this Agreement will automatically renew for consecutive terms of _____ (___) years each (individually, a "Renewal Term," and collectively with the Initial Term, the "Term"). Either

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allowances otherwise available to Aramark under its arrangements with distributors and suppliers.

In the event an affiliated company or division of Aramark furnishes products, supplies, equipment or services necessary to the efficient operation of the Management Services, charges to District for such products, supplies, equipment or services shall be competitive with the cost of obtaining such products, supplies, equipment or services from an independent source in the open market.

(f) District's Operational and Financial Information. The Management Services that Aramark has agreed to provide under this Agreement and the corresponding Aramark Fee were developed based on operational and financial information provided by District (including but not limited to labor and supply costs, District's employees at the Facilities, and use of the Facilities by District, its employees, and its students). District represents that such information is current, complete, and accurate, and acknowledges that Aramark has reasonably relied on it. The Parties anticipate that District will continue to provide similar information to Aramark from time to time, which will also be current, complete, and accurate, so that Aramark may reasonably rely on it in providing Management Services. If such information changes or is inaccurate, then the financial terms and other obligations assumed by Aramark will be renegotiated and restated to correct such change or inaccuracy on mutually agreeable terms.

(g) Hazardous Substances; Pre-Existing Conditions. Aramark has no duty to investigate, detect, prevent, handle, encapsulate, remove, or dispose of, and will have no responsibility to District or others for any exposure of persons or property to, asbestos, lead, fuel storage tanks or contents, indoor air pollutants or contaminants, poor air quality, or hazardous, toxic, or regulated waste substances, mold, fungi, mildew, pollutants, or contaminants (collectively, the "Hazardous Substances") at District's Facilities or their surrounding premises; and such duties have not been included in the Aramark Fee. District will comply with all applicable federal, state, and local laws and regulations, which have been or will be enacted during the Term of this Agreement, regarding such Hazardous Substances on the Facilities' premises. District will inform Aramark of the presence of such Hazardous Substances and acknowledges that Aramark employees will not be required to work in any location where they could be exposed to such Hazardous Substances. Aramark has advised District that it does not provide or assume any responsibility to monitor or remediate Hazardous Substances or any similar conditions, and that all determinations and corrective actions regarding Hazardous Substances and any similar conditions shall be made by District or a third party retained by District. In no case will any Aramark employee act in the capacity of a "Designated Person" (within the meaning of the Asbestos Hazard Emergency Response Act, "AHERA"), which duties remain solely with District.

Aramark will not be responsible for any conditions that existed in, on, or upon the Facilities or the District's equipment or systems before the Commencement Date of this Agreement [**OR DATE WHEN SERVICES WERE FIRST PROVIDED**] ("Pre-Existing Conditions"), including, without limitation, environmental impairments, and other conditions. Notwithstanding the general indemnity provision contained below in Section 6, District will indemnify, defend and hold Aramark harmless from and against any and all claims, damages, liabilities, costs and expenses (including reasonable attorneys' fees) that Aramark may incur in connection with any Pre-Existing Conditions. The Parties acknowledge and agree that Aramark's responsibilities hereunder are limited to the scope and substance of Aramark's Management Services, as defined in the Exhibits to this Agreement.

4. Personnel

(a) Aramark Operations Team. Aramark will provide and pay personnel for the efficient

that no Supervisory Employees of Aramark, its subsidiaries or affiliates, will be hired by District for the Term of this Agreement and twelve (12) months thereafter, and that District will not permit any Supervisory Employees of Aramark, its subsidiaries or affiliates to provide services for the Facilities directly or indirectly (through consulting contracts, contracts with third parties that employ or otherwise retain any Supervisory Employees, or otherwise) for the Term of this Agreement and twelve (12) months thereafter. Additionally, District agrees that if it violates the conditions set forth in this Section, District will pay to Aramark, and Aramark will accept as liquidated damages and not as a penalty, an amount equal to two times the annual salary (base and bonus) of the Supervisory Employee(s) retained by District or allowed to work on the Facilities in violation of this Section.

(d) Equal Opportunity and Affirmative Action Employer. Neither Party shall discriminate because of race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, veteran status (specifically status as a disabled veteran, special disabled veteran, Vietnam Era veteran, recently separated veteran, armed forces service medal veteran, or other protected veteran) or other classification protected by applicable federal, state or local law, in the recruitment, selection, training, utilization, promotion, termination, or other employment related activities concerning employees assigned to duty in the District's facilities services program. Aramark affirms that it is an equal opportunity and affirmative action employer and shall comply with all applicable federal, state and local laws.

(e) Background Checks. With respect to employees that it intends to place on District's premises, Aramark shall comply with its standard background check process. Employees performing services on District's premises will be subject to a state and/or county based criminal background check and a state and national sex offender registry check, as well as any other background checks required by applicable state law consistent with the duties and responsibilities associated with such individuals' positions and locations of work.

5. Financial Terms

Financial terms of this Agreement are set forth on Exhibit A hereto.

6. Indemnity; Insurance; Limitation of Liability

(a) Indemnity. Each Party will indemnify and hold the other Party, its subsidiaries and affiliated companies, and their respective directors, officers, partners, members, shareholders and employees, harmless from any third party liability (including reasonable attorneys' fees and court costs) by reason of the negligent acts or omissions of the indemnifying Party, its employees or agents. This Section will not operate to waive either Party's rights under any worker's compensation act, disability benefits act, or other employee benefits acts, whether in tort, contract, or otherwise. If the damages, injury, loss or claim is caused by the negligence of both Parties, the apportionment of said damages, injury, loss or claim shall be shared between both Parties based upon the comparative degree of each Party's negligence and each Party shall be responsible for its own defense and its own costs including but not limited to the cost of defense, attorney's fees and witnesses' fees and expenses incident thereto.

In addition the District shall indemnify and hold harmless Aramark, its subsidiaries and affiliated companies, and their respective directors, officers and employees, against the following:

- i. Liability related to, or arising out of, any defective condition or the presence of Hazardous Substances or Pre-Existing Conditions on the Facilities or the claimed or actual release or threatened release or disposal of Hazardous Substances from or at the Facilities, to the

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Agreement, such Party shall give the other Party written notice that it is considering such action, which notice shall set forth with sufficient specificity such Party's reasons for contemplating termination. During the following thirty (30) day period the Parties shall discuss, in good faith, the Party's reasons for considering termination in an effort to avoid the need for such action. Following the thirty (30) day discussion period, the Party considering termination, if not fully satisfied, may elect to terminate the Agreement by giving the other Party sixty (60) days' written notice of its intention to terminate; provided, however, neither Party may give notice of its intention to terminate during the first ninety (90) days of operation under this Agreement.

Notwithstanding any provision in this Agreement to the contrary, Aramark may terminate this Agreement immediately at any time if District fails to pay Aramark any amounts due Aramark hereunder within the time period provided in this Agreement for such payment, and such failure continues for a period of ten (10) days following written notice by Aramark to District of such failure.

Notwithstanding any provision in this Agreement to the contrary, Aramark may terminate this Agreement immediately at any time if District fails to pay Aramark any amounts due Aramark hereunder within the time period provided in this Agreement for such payment, and such failure continues for a period of ten (10) days following written notice by Aramark to District of such failure.]

(b) Force Majeure. If either Party is rendered unable to perform its duties under this Agreement, in whole or in part, by reason of any event that is not reasonably under its control (including, but not limited to, Acts of God, fires, floods, earthquakes, accidents, strikes, riots, national emergencies, and other such force majeure events), then any duty so impacted will be suspended during such event. The Party rendered unable to perform due to force majeure must promptly notify the other Party, and neither Party shall be responsible to the other Party for any losses resulting from such force majeure, except for payment of monies owed. If either Party's inability to perform exceeds one hundred twenty (120) days, then either Party may terminate this Agreement by written notice, effective upon the other Party's receipt of such written notice.

(c) Prepaid Vendor Contracts. Upon termination or expiration of this Agreement, District will reimburse Aramark for the costs of any prepaid vendor contracts which Aramark has paid, or on which Aramark has incurred an obligation to pay, for the benefit of District; together with Aramark's ordinary and necessary expenses incurred through the last day of services which Aramark has not recovered previously.

(d) Purchase of Inventory. At the termination or expiration of this Agreement, District agrees, if requested by Aramark, to purchase Aramark's usable inventory of products, supplies and equipment that have not yet been charged as a direct cost of operation. The purchase price for such inventory will be Aramark's invoice cost, and Aramark will submit to District an invoice for such inventory.

(e) Appropriation of Funds. If sufficient funds are not appropriated for District's proposed budget for its next fiscal year to enable District to make payments due to Aramark under this Agreement, and District has no funds available from any other source that can be used for that purpose, then District will provide Aramark with an opinion letter and supporting documentation from District's attorneys containing a specific description of the lack of funds, and will allow Aramark to audit District's books and records on the appropriations, budget, and shortfall. District and Aramark then will review the Management Services in light of all funds available to District for such services and District's actual budget for its next fiscal year, to determine a level of Management Services that can be performed within the proportionate level of all available funds. If Aramark does not present such modifications of its Management Services program, then either Party may terminate this Agreement effective at the end of

[DISTRICT-FULL LEGAL NAME]

Attn: _____ [IDENTIFY BY TITLE]

If to Aramark:

ARAMARK MANAGEMENT SERVICES LIMITED PARTNERSHIP
Attn: Vice President and Chief Financial Officer, Aramark Education (K-12)
Aramark Tower
1101 Market Street
Philadelphia, PA 19107-2988

With a copy to:

ARAMARK MANAGEMENT SERVICES LIMITED PARTNERSHIP
Attn: Vice President and Associate General Counsel, Aramark Education (K-12)
Aramark Tower
1101 Market Street
Philadelphia, PA 19107-2988

(b) Computer Matters. District acknowledges and agrees that Aramark has no responsibility for the continued successful operation of any computer hardware, software or equipment under computerized control (other than computer hardware, software and equipment provided by, or on the behalf of, Aramark), which malfunctions or ceases to operate as a result of software errors, operator errors, infection by computer virus, or tampering.

(c) Survival. The sections of this Agreement entitled Start-Up Period; Purchasing, Hazardous Substances; Pre-Existing Conditions; Restrictions on Hiring Supervisory Employees; Indemnity; Insurance; Limitation of Liability; Prepaid Vendor Contracts; Purchase of Inventory; Confidential Information and Proprietary Materials; and Computer Matters will survive the term and termination of this Agreement.

(d) No Waiver. No waiver will be effective against either Party unless it is in writing and signed by the waiving Party. A waiver of any particular breach of any term contained in this Agreement will not operate as a waiver of that term itself, or as a waiver of any subsequent breach thereof. The failure of Aramark or District to exercise any right or remedy available under this Agreement upon the other Party's breach of the terms, representations, covenants or conditions of this Agreement or the failure to demand the prompt performance of any obligation under this Agreement shall not be deemed a waiver of (i) such right or remedy; (ii) the requirement of punctual performance; or (iii) any right or remedy in connection with any subsequent breach or default on the part of the other Party.

(e) Severability. Should any of the provisions of this Agreement be declared or determined by any Court of competent jurisdiction to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby and said illegal or invalid part, term or provision shall be deemed not to be a part of this Agreement, unless the illegality or invalidity of the illegal or invalid part, term or provision causes this Agreement to fail of its essential purpose, in which case, this entire Agreement shall become invalid and shall be null and void.

EXHIBIT A

FINANCIAL TERMS

A. **Aramark Fee:** All facilities, equipment and services to be provided by District under this Agreement shall be provided at District's expense. During the term of this Agreement, District shall pay Aramark an annual fee for Aramark's provision of the Management Services hereunder (the "Aramark Fee"), which Aramark Fee shall be _____ Dollars (\$_____).

B. **Adjustments to Aramark Fee:** The Aramark Fee will be adjusted from time to time, as follows:

(i) **Annual Adjustment.** Commencing on the first anniversary of the Commencement Date, and annually on each successive ___ anniversary hereafter, the Aramark Fee will be increased by an amount equal to the Employment Cost Index published by the United States Department of Labor, Bureau of Labor Statistics (June 1989 = 100% base period), Total Compensation for Private Industry Workers, or a comparable index if that index is not available. Aramark shall be entitled to automatically implement the foregoing increase in the Aramark Fee.

C. **Adjustment for Certain Changes.**

(i) If Aramark's costs increase due to increases in employee health and welfare benefits costs (including, without limitation, due to the Patient Protection and Affordable Care Act and/or the regulations promulgated thereunder), or due to causes beyond Aramark's control, including, but not limited to, an increase in federal, state or local minimum wage rates, an increase in employer contributions to social security or payroll taxes (including retroactive changes to such contributions), or changes in a collective bargaining agreement covering Aramark's or the District's employees, then Aramark shall give District written notice of such increase, and ten (10) business days after such notice, the Aramark Fee shall be adjusted automatically to reflect the full amount of such increase in costs, such adjustment to be retroactive to the date of such increase.

D. **Invoicing.** At the beginning of each month during the Term, Aramark will submit to District an invoice for the Aramark Fee and any additional costs incurred in accordance with this Agreement owed to Aramark for such month.

E. **Payment Terms.** All invoices submitted by Aramark to District shall be paid within fifteen (15) days of the invoice date. If any amount due to Aramark under this Agreement is not paid in full within fifteen (15) days after its invoice date, then the unpaid portion will bear interest, from the invoice due date until the date paid, at a rate of one and a half percent (1.5%) per month (or, if prohibited by law, then the maximum rate permitted legally) (the "Interest Rate").

The right of Aramark to charge interest for late payments shall not be construed as a waiver of Aramark's right to receive payment promptly, in accordance with the terms of this Agreement. To protect its payment rights, Aramark, at its option and upon written notice: (i) if and so long as any payment under this Agreement is past due more than thirty (30) days, may require District to pay the Aramark Fee two (2) weeks in advance; and (ii) if and so long as any payment under this Agreement is past due more than sixty (60) days, may require District to sign a note, security agreement, and financing statement granting a security interest in its accounts receivable and other assets to Aramark. In the event that Aramark incurs legal fees and costs in enforcing its right to payment and/or any of its other rights

FINANCIAL STATEMENT

We have provided for your review Aramark's Form 10-K on CD-ROM, which contains our audited financial statements for Fiscal Year 2016.

