



# We're Seeking \$2,300,000 of Midwest Grown Fruits and Vegetables to Feed Chicago Public School Students

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Request for Information  
from Midwest Fruit & Vegetable Growers, Processors & Distributors

Deadline for Response: **September 10, 2010**

Responses should be submitted to **Schoolproduce@FamilyFarmed.org**

Or mailed to **7115 W. North Ave. #504, Oak Park, IL 60302**

For more information call FamilyFarmed.org at **708-763-9920**



# Request for Information from Midwest Farmers, Processors, and Distributors

For the 2010-2011 School Year, Chartwells-Thompson Hospitality (CTH) is seeking fresh and frozen fruits and vegetables from Midwest farmers and processors to feed Chicago Public School students. To assist with the procurement process, this Request for Information is asking farmers, processors, and distributors to respond to specific needs of CTH. Please submit responses to CTH strategic partner FamilyFarmed.org by September 10, 2010. Purchases will begin in October of 2010.

For this school year, it is the goal of CTH to purchase \$2,300,000 of Midwest fresh and frozen produce. CTH will pay market prices for produce (FOB Chicago). Requirements for product and/or producers include:

- Respondents must indicate their ability to provide produce that meets the variety, grade, and packing specifications outlined below and indicate what amount they have the capacity to supply
- Farms must be within 250 miles of Chicago
- Additionally, respondents must confirm the following:
  - Product liability insurance of at least \$1 million
  - Food Safety Certification (USDA GAP/GHP certification or third party equivalent)
  - HAACCP certified if animals are present on farm or if for processed/frozen product

## Preferences

Chartwells-Thompson Hospitality seeks to minimize pesticide residues on this produce and therefore will give preference to products that are grown:

- Using Integrated Pest Management techniques
- Without the use of organophosphate pesticides.

Preference means that in a given situation with two products where all else is equal, those that meet the preferences will be chosen.

## About Chartwells-Thompson Hospitality

Chicago Public Schools has contracted with Chartwells-Thompson Hospitality to provide food service management services in 481 schools in Chicago. Chartwells-Thompson, a joint venture between Chartwells School Dining Services and Thompson Hospitality serves more than 85,000 breakfasts and 200,000 lunches every day. As part of Chartwells-Thompson's commitment to serving healthy appealing school meals that meet and exceed nutrition standards, CTH will expand the volume of locally grown fruits and vegetables.

## About FamilyFarmed.org

FamilyFarmed.org is a non-profit organization that has worked for the past decade to build local food systems and create markets for family farmers. Its mission is to expand the production, marketing and distribution of locally grown and responsibly produced food, in order to enhance the social, economic and environmental health of our communities. The FamilyFarmed EXPO is the leading trade and consumer show connecting Midwest food producers with buyers and will be held March 17-19, 2011.

# Products

## Fruits (fresh)

<i>Item</i>	<i>Description/Grade</i>	<i>Case Count/Size</i>	<i>Other</i>
<b>Apples</b> – Jonathan, Empire, Macintosh, Fuji, Gala, Golden	US #1	138	Tray packed
<b>Grapes</b> – green & red, seedless	US # 1	N/A	Boxed, loose
<b>Pears</b> – Bosc	US#1	138	Tray packed
<b>Peaches</b> - yellow	US#1	138	Tray packed
<b>Plums</b> - purple	US #1	Min. 1.25"	Tray packed
<b>Strawberries</b>	US #1	Quart clamshells	In cardboard trays
<b>Nectarines</b>	US#1	138	Tray packed
<b>Watermelons</b> – whole	US #1	50#	
<b>Cherries</b>	US #1	20#	

## Vegetables (fresh)

<i>Item/Description</i>	<i>Description/Grade</i>	<i>Case Count/Size</i>	<i>Other</i>
<b>Beans</b> – green, snapped	US #1	25#	
<b>Broccoli heads</b> – trimmed (3" stem)	US #1	20#	
<b>Cabbage</b> – (domestic) green	US commercial	Medium	
<b>Carrots</b> – washed, bulk	US commercial	5+", 25#	
<b>Collard greens</b> – washed 3X	US #1	24	1# bunches
<b>Lettuce</b> – washed 3X – romaine, leaf (red & green)	US #1	20-25#	
<b>Mustard greens</b> – washed 3X	US #1	24	1# bunches
<b>Turnip greens</b> – washed 3X	US #1	24	1# bunches
<b>Onions</b> – commercial – white & red	US commercial	large	
<b>Spinach</b> – washed 3X	US #1	24	¾# bunches
<b>Sweet Potatoes</b>	US #1	120	
<b>Baking Potatoes</b>	US #1	120	
<b>Tomatoes</b> – beefsteak & grape	US #1	large	Stage 2
<b>Summer Squash</b> – yellow & green	US #1	20#	

## Fruits /Vegetables (frozen)

<i>Item/Description</i>	<i>Description/Grade</i>	<i>Case Count/Size</i>	<i>Other</i>
Carrots	US #1	20# bags	IQF
Corn	US #1	20# bags	IQF
Beans (green)	US #1	20# bags	IQF
Peas	US #1	20# bags	IQF
Squash, butternut, acorn, spaghetti	US #1	20# bags	IQF
Mixed vegetables	US #1	20# bags	IQF
Strawberries	US #1	20# bags	IQF
Melons – Honeydew, Cantelope	US #1	20# bags	IQF
Blueberries	US #1	20# bags	IQF

## Questions and Answers

### ***How can a producer, processor, or distributor respond to this Request for Information?***

Complete the response form for this Request For Information, which is also available online at [www.FamilyFarmed.org/ChicagoPublicSchools](http://www.FamilyFarmed.org/ChicagoPublicSchools). Please submit the form to FamilyFarmed.org via mail, email, or fax. FamilyFarmed.org will vet the applications and present them to CTH for further review.

### ***What type of quantities are the Chicago Public Schools seeking?***

The appendix at the end of the RFI describes the quantities needed for each crop on a monthly basis. CTH is seeking farmers, processors, or distributors that can provide a significant volume to meet some or all of their demand of a given crop. If you are a very small producer, consider pooling your product with another nearby grower to better meet the volumes sought.

### ***What type of post-harvest handling is necessary for this program?***

CTH is looking for produce that meets the standards for proper post-harvest handling, cooling, packing, and cold chain maintenance. To view these standards, see *Wholesale Success: A Farmer's Guide to Selling, Post Harvest Handling, and Packing Produce* available through FamilyFarmed.org. ([www.familyfarmed.org/wholesale-success](http://www.familyfarmed.org/wholesale-success))

### ***What type of Food Safety Certification is necessary?***

All produce must meet USDA GAP certification standards and be certified by either a USDA food safety inspector or through an equivalent service from the private sector. Processors or farms with farm animals must also have HAACP Certification.

# Estimated requirements for Fruits & Vegetables

Fresh items		Pack Size	Est Qty/ 1day	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	TOTAL	Unit
<b>1 serving = 4oz</b>																	
<b>Apples</b> – Jonathan, Empire, Macintosh, Fuji, Gala, Golden	138ct	800cs	14400	15200	12800	11200	14400	13600	13600	15200	11200	16000	13600	0	0	137,600	cs
<b>Grapes</b> – green & red, seedless	1lb/bunch = 6 serv.	140,000lbs	56000	56000	56000	56000	56000	56000	56000	56000	56000	56000	56000	0	0	168,000	lbs
<b>Pears</b> – Bosc	138ct	800cs	15200	12800	11200	14400	13600	15200	15200	11200	16000	13600	0	0	0	137,600	cs
<b>Peaches</b> - yellow	74ct	1,400cs	2800	2800	0	0	0	0	0	0	0	0	0	0	0	5,600	cs
<b>Plums</b> – purple	280ct	500cs	1000	1000	0	0	0	0	0	0	0	0	0	0	0	2,000	cs
<b>Strawberries</b>	pint = 4 servings	25,000cs	0	0	0	0	0	0	0	0	0	25000	50000	50000	0	125,000	cs
<b>Nectarines</b>	74ct	1,400cs	0	0	0	0	0	0	0	0	0	0	1400	1400	0	2,800	cs
<b>Watermelons</b> – whole	1ea = 84 servings	1,200ea	0	0	0	0	0	0	0	0	0	0	1200	1200	1200	3,600	ea
<b>Beans</b> – (green), snipped	1lb = 8 servings	7,500lbs	15000	0	0	0	0	0	0	0	0	0	7500	7500	7500	37,500	lbs
<b>Broccoli heads</b> – trimmed	1lb = 14 servings	4,500lbs	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	0	0	27,000	lbs
<b>Cabbage</b> – (domestic), green	1lb = 9 servings	4,500lbs	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	0	0	27,000	lbs
<b>Carrots</b> – washed, bulk	1lb = 5 servings	12,000lbs	48000	48000	48000	48000	48000	48000	48000	48000	48000	48000	48000	48000	48000	576,000	lbs
<b>Collard greens</b> – washed 3X	1lb = 10 servings	4,000lbs	0	0	12000	12000	12000	12000	0	0	0	0	0	0	0	36,000	lbs
<b>Lettuce</b> – washed 3X – romaine, leaf (red & green)	1lb = 10 servings	4,000lbs	16000	16000	16000	16000	16000	16000	0	0	0	0	16000	16000	16000	96,000	lbs
<b>Mustard greens</b> – washed 3X	1lb = 10 servings	4,000lbs	0	0	12000	12000	12000	12000	0	0	0	0	0	0	0	36,000	lbs
<b>Turnip greens</b> – washed 3X	1lb = 10 servings	4,000lbs	0	0	12000	12000	12000	12000	0	0	0	0	0	0	0	36,000	lbs
<b>Onions</b> – commercial, white & red	1lb = 10 1/4cup serv	2,000lbs	16000	16000	16000	16000	16000	16000	0	0	0	0	16000	16000	16000	96,000	lbs
<b>Spinach</b> – washed 3X	1lb = 10 servings	4,000lbs	0	0	12000	12000	12000	12000	0	0	0	0	0	0	0	36,000	lbs
<b>Sweet Potatoes</b>	120ct	2,000cs	0	0	4000	4000	4000	4000	0	0	0	0	0	0	0	12,000	cs
<b>Baking Potatoes</b>	120ct	2,000cs	0	0	4000	4000	4000	4000	0	0	0	0	0	0	0	12,000	cs
<b>Tomatoes</b> – beefstake & grape	1lb = 10 1/4cup serv	2,000lbs	8000	8000	8000	8000	8000	8000	0	0	0	0	8000	8000	8000	32,000	lbs
<b>Summer Squash</b> - yellow & green	1lb = 4 servings	10,000lbs	20000	20000	20000	20000	20000	20000	0	0	0	0	20000	20000	20000	80,000	lbs
<b>Frozen items</b>																	
<b>Carrots</b>	30lb	600cs	2400	2400	2400	2400	2400	2400	2400	2400	2400	2400	2400	2400	2400	28,800	cs
<b>Corn</b>	30lb	700cs	700	700	700	700	700	700	700	700	700	700	700	700	700	8,400	cs
<b>Beans</b> (green)	30lb	700cs	2100	2100	2100	2100	2100	2100	2100	2100	2100	2100	2100	2100	2100	25,200	cs
<b>Peas</b>	30lb	600cs	600	600	600	600	600	600	600	600	600	600	600	600	600	7,200	cs
<b>Squash</b> - butternut, acorn, spaghetti	30lb	600	1200	1200	1200	1200	1200	1200	1200	1200	1200	1200	1200	1200	1200	14,400	cs
<b>Mixed vegetables</b>	30lb	700cs	2800	2800	2800	2800	2800	2800	2800	2800	2800	2800	2800	2800	2800	33,600	cs
<b>Strawberries</b>	1lb = 4 servings	25,000lbs	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	300,000	lbs
<b>Melons</b> – honeydew, cantelope	1lb = 4 servings	25,000lbs	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	300,000	lbs
<b>Blueberries</b>	1lb = 4 servings	25,000lbs	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	25000	300,000	lbs

# Response Form Chartwells-Thompson Hospitality Request for Information

**Please know that your responses will remain confidential between FamilyFarmed.org and Chartwells Thompson Hospitality**

Name of Farm or Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Website Address: \_\_\_\_\_

**Please attach:**

**Proof of Insurance:** Please attach your insurance certificate.

**Proof of Food Safety Certification:** Please attach your food safety certification(s).

**Preferences:**

Do you use integrated pest management? No Yes

If yes, describe your IPM protocols or include an IPM farm plan as an attachment. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Do you use organophosphate pesticides? No Yes

Will you use organophosphate pesticides on the crops detailed in this request? No Yes

**Crop Information** (please match with packing/quantities described in CTH protocols).

Attach additional sheets if necessary.

<i>Crop(s)</i>	<i>Fresh or frozen?</i>	<i>Projected quantity available</i>	<i>Time period</i>	<i>Projected price</i>

Please fax, e-mail or mail this form, plus your attachments, to: **FamilyFarmed.org**

**7115 W. North Ave., #504, Oak Park, IL 60302**

fax: **708-763-9925** email: **Schoolproduce@FamilyFarmed.org**

