



**FREEDOM OF INFORMATION REQUEST**

DISTRICT RECORDS OFFICE  
SCHOOL DISTRICT U-46

**District Records Office**  
355 East Chicago Street  
Elgin, Illinois, 60120-6543  
Ph: (847) 888-5000 x 5329  
Fax: (847) 608-2759

**REQUEST FOR ACCESS TO PUBLIC RECORDS  
MAINTAINED BY SCHOOL DISTRICT U-46**

Pursuant to the Illinois Freedom of Information Act, the undersigned does hereby request access to the following public records maintained by School District U-46.

Please be specific as possible and include a description of the records, number of copies requested, (\$.15 per page after first 50 free pages) and if you need certified copies.

  1   # of copies       please check, if you need certified copies

Description:   Please see Attached    
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  7/23/2013    
Date

  Lynn Williamson    
Requestors Name (PRINT)

  Interflex    
Company Name

  *[Signature]*    
Signature of person making request

  10 Commerce Dr.    
Mailing address

  Wyomissing PA 19610    
City, State, Zip

  800-293-2909    
Phone #

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Acknowledgment of Receipt of Request by Custodian of Records, ESC Building, 355 E. Chicago St., Elgin, Illinois, 60120.

Request received by Custodian of Records for School District U-46 this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

By \_\_\_\_\_  
Custodian of Records

**Elgin School District U-46**  
District Records Office  
Attn: Anna Pasternak  
355 East Chicago Street, Room 120  
Elgin, IL 60120

**July 23, 2013**

Ms. Pasternak,

Thank you for receiving our request for public information.

I respectfully request a copy of the **awarded vendor bid proposals** for the **2013/2014 Grocery Products Bid** and the **2013-2015 Food Service Beverage Products Bid**. I also request any available **renewal pricing** for the **2013/2014 Food Service Bread Products Bid** and the **2013/2014 Paper Towels, Toilet Tissue, Plastic Liners Bid**

The main documents we are looking for are as highlighted above:

- The **awarded vendor bid proposals**: a list of each line item on the contract, listing the estimated usage, cost per bid unit, pack size, and brand for all bidding vendors.

If this information is available in electronic format (**Excel (preferred)**, Adobe, Word, etc.), we request that you please send the information as attachments to the e-mail address provided below. If it is not, and copying or mailing becomes excessive, we would be happy to pay a reasonable fee. Please enclose an invoice along with the requested information or bill us in advance, whichever is more convenient. If the volume of copying is greater than 100 pages, we ask that you please notify us of the total cost in advance.

Should you have any further questions regarding our request, please feel free to contact me via the information below. We extend our sincere thanks for your cooperation.

We would like to take this opportunity to tell you about our new bid procurement tool. **BidAdvantage for Schools** is a **FREE** web-based foodservice bidding tool that is extremely beneficial in creating product specifications, researching manufacturer products, adding approved vendors, bid quote evaluation and awarding your contracts. We have partnered with the Alliance for a Healthier Generation to provide healthy bid specifications and products, and the USDA to promote bidding tips and guidelines. Read more about the solutions we offer at [www.interflex.net](http://www.interflex.net).

We host complimentary webinars/training sessions every Tuesday and Thursday at 2:00 EST. If you are interested in attending one of these sessions, please sign up [here](#) . If the scheduled sessions do not work for you, please contact us and we will find a time that works with your schedule.

Cordially,

*Lynn Williamson*

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Research Associate  
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