

WEST MILFORD TOWNSHIP PUBLIC SCHOOL DISTRICT
REQUEST FOR PUBLIC RECORDS
(Pursuant to the Open Public Records Act)

Requested By: (Please Print) ALYSON NEWQUIST

Address: 101 Avenue of the Americas - 18th Floor, New York, NY

Telephone (E-Mail, Fax Number): alyson.newquist@seiu.org 10013

:(212) 388-3107 F:(212) 539-2858

Signature: Alyson Newquist Date: 7/31/2007

Clearly print a brief description of the record(s) requested below:
(Please Circle)

- 1. View or Copy Please see Attached letter
- 2. View or Copy _____
- 3. View or Copy _____
- 4. View or Copy _____

Copy Fees: Pages 1-10 - \$.75 each (\$7.50); Pages 11-20 - \$.50 each (\$5.00); Pages 21 & up - \$.25 each
Audio Tape; Video Tape, CD, or DVD - Limited to the actual cost per unit

This form must be completed and presented to the Custodian of Records between the hours of 9:00 a.m. and 4:00 p.m., Monday - Friday when offices are normally open. The Custodian of Records will determine the fees for requested materials. A deposit may be required upon acceptance of this request. A request for records will receive a response as soon as possible but not later than 7 business days after receiving the request.

A person making a request of public records who is denied such access, may institute a proceeding to challenge the custodian's decision by filing an action in Superior Court; or in lieu of filing an action in Superior Court, file a complaint with the Government Records Council (GRC) established pursuant to Section 8 of P.L. 2001, c.404 (C.47:1A-7). The GRC may be reached by fax at (609) 633-6337 or by mail at PO Box 819, Trenton, NJ 08625. The GRC Website is www.nj.gov/grc

To be completed by Custodian of Records

Date Request Received: _____ Time: _____ Received By: _____

A - Request Approved

D - Request Denied (If Request is denied, the reasons are stated below.)

- 1. _____ # of Pages: _____ Copy Fees: \$ _____
- 2. _____ # of Pages: _____ Copy Fees: \$ _____
- 3. _____ # of Pages: _____ Copy Fees: \$ _____
- 4. _____ # of Pages: _____ Copy Fees: \$ _____

Deposit: \$ _____ Total: \$ _____
Date Paid: _____ Check/Cash: _____

Signature and Title of Custodian: _____ Date: _____



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Online at:
www.seiu32bj.org

Local 32BJ Headquarters:
101 Avenue of the Americas
New York, NY 10013-1991
212.388.3800

Westchester Office:
140 Huguenot Street
New Rochelle, NY 10801
914.637.7000

Connecticut Offices:
196 Trumbull Street, Suite 400
Hartford, CT 06103
860.560.8674
1.800.228.5253

Philadelphia Office:
42 South 15th Street,
Suite 200
Philadelphia, PA 19102
215.226.3600

New Jersey Office:
560 Broad Street, 4th Fl.
Newark, NJ 07102
973.824.3281
1.866.5JANITOR

Washington Office:
910 17th Street, N.W.
Suite 210
Washington, D.C. 20004
202.789.8282

June 8, 2007 Resent via Fax 7/31/2007

Freedom of Information Officer

To the Freedom of Information Officer: Mr. Cea:

Pursuant to New Jersey's Freedom of Information Law (N.J.S.A. 47:1A-1 et seq.), I write to request information pertaining to your school district's food service, facilities maintenance, and skilled maintenance operations. I am requesting a copy of current contracts and any contract specifications between the school district and contractors for janitorial services, skilled maintenance and food service personnel. If the district's support services are self-operated, I am requesting documents related to its operation of these services.

Specifically, I am seeking the following information for both self-operated and managed or outsourced school food service operations:

1. What is the size of the annual food purchase for the last school year?
2. How many cafeterias does the school district operate?
3. What are the addresses of the locations being serviced?
4. How many FS workers are employed by the district?
5. Are the workers represented by a union? If so, which one?

If your school district contracts with private vendor(s) for food service, I am additionally seeking:

1. The name of company contracted to provide food service.
2. The contract expiration date.
3. The name of the district employee(s) to whom the FSMC reports along with the employee(s) contact information including fax, phone number, and mailing address.
4. Employee status information: How many food service workers are employed in the district's cafeterias and kitchens? Are they employees of the district or the food service management company?
5. Are the workers represented by a union? If so, which one?

Finally, for both skilled maintenance and janitorial staff, I am seeking the following information:

1. Number of skilled maintenance and janitorial staff employed in district schools?
2. Are the workers represented by a union? If so, which one?
3. Are the workers managed or employed by a contract firm?
4. If the district uses a subcontractor for either of these services, what is the name of the contractor, address, phone, fax, and the name of the firm's contact person?
5. The name(s) of the district employee(s) to whom the contractor(s) report along with the employee(s) contact information, including fax, phone, and mailing address.

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INTERNATIONAL UNION
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Washington, D.C. 20006
202.789.8282

We are looking specifically for answers to the above questions. If it is possible to deliver these answers via e-mail, phone, or mail, we do not need to additionally receive a copy of the contract.

If you do not maintain these public records, please let me know who does and include the proper name and address.

If possible, I would like to receive the information in electronic data format; however, I agree to pay any reasonable copying and postage fees of no more than \$20. If the cost is greater than this amount, please notify me. Additionally, please provide receipts indicating the charges for each document.

If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption(s) upon which you rely.

To speed action on this request, I would appreciate it if you could e-mail me at alyson.newquist@seiu.org or call me at (212) 388-3107 with any questions you have regarding this request. Please mail all pertinent materials to:

SEIU Research Department
101 Avenue of the Americas — 18th Floor
New York, NY 10013.

Thank you for your assistance.

Sincerely,

Alyson Newquist
Researcher
Service Employees International Union
E-mail: Alyson.Newquist@seiu.org
Phone: (212) 388-3107