STATEMENT OF WORK

STATEMENT OF WORK (Catered Meals)

1. References:
a. AR 30-22, The Army Food Program
b. DA PAM 30-33, Operating Procedures for the Army Food Program
c. AR 40-25, Nutrition Standards and Education
d. FDA Food Code, dated 2022
e. TB MED 530

2. Project Scope: Provide daily hot breakfast, hot lunch or bagged lunch, and evening meals (Dinner) in support of the New Jersey Army National Guard at the identified location. The daily menu will be in accordance with the above references and industry-standard, commercial restaurant menu guidelines. The contactor will follow the required menu outlines, which will include required components for a nutritionally balanced meal that contain wholesome, nutritious products, and will follow the USDA guidelines. The contractor will follow and remain in compliance with all food, sanitation, and food safety guidelines in the 2022 FDA Food Code.

A. Breakfast menus will consist of a breakfast casserole entrée (serving size: 8 oz) OR scrambled eggs (serving size: 6-7 oz). The breakfast meat selection (Bacon, ham, sausage patties or links, turkey sausage, or creamed gravy) will be rotated at least every 4 days. The breakfast meat serving size is 4 ounces of ham, 2 sausage patties, or 3 pieces of bacon per plate. The Creamed Gravy serving size is 8 ounces and must be served on an appropriate bread product, such as a biscuit, when using gravy. One serving of a bread product will be served during the breakfast period. Bread products include pancakes, French toast, waffles, coffee cake, English muffins, biscuits, and bagels. The serving size for pancakes, French toast, and waffles is 2 per plate. There will always be sliced sandwich bread for breakfast toast. A variety of white and wheat bread shall be made available for each breakfast period. Fresh fruit will be available daily for 50% of the projected breakfast headcount. Acceptable fruit selections such as bananas, apples, and oranges may be used. Hot and Cold Cereals will be offered at every breakfast meal for 50% of the projected breakfast headcount. Individual Yogurt, assorted flavors (6-8 oz servings), for 50% of the projected Breakfast Headcount. Milk offered during breakfast will be 1% and a variety of white and chocolate (8 oz servings), and shall be made available to 100% of the headcount. Orange juice will be offered at every breakfast meal (8 oz servings) for 100% of the projected breakfast headcount. Hot Coffee 10 oz serving for 60% of the projected Headcount, Individual Hot Chocolate packets, and individual Tea bags will be available at every breakfast meal, with Hot water available to mix the beverage or steep the tea bags.

B. Lunch meals will consist of a portable To-Go sack Meal. Sack lunches will include a main entrée item with a minimum of 6 oz of meat, such as Beef, Chicken, Pastrami, Turkey, Corned Beef, Italian, or two Peanut Butter and Jelly sandwiches. Sandwiches include Green leafy Romaine, Spinach, or Spring Lettuce and must have at least 3 to 5 other items offered to go with, such as tomatoes, onions, peppers, etc. Cheese varieties will be included, such as American, Swiss, provolone, and cheddar. Bread products will include an assortment that may consist of White, whole wheat, whole grain, marble rye, pita, or tortilla wraps (Spinach, Tomato Basil, Whole Wheat). Sandwiches will include condiments on the side, such as Mayonnaise, Mustard packets salt, and pepper. Starch will be in the form of a single-serving bag of chips, a single-serve potato salad, a variety pack of crackers, granola bars/oatmeal bars, protein bars, mixed nuts (Trail Mix), pretzels, popcorn, sunflower seeds, or similar items. Vegetables in addition to the sandwich may include baby carrots, broccoli, cauliflower, bell peppers, and similar items. When providing fresh vegetables, also include either a Ranch or Blue cheese dressing packet. Desserts will be a variety of (cookies, cakes, brownies, sliced pie, Danish, fruit snacks, etc. one dessert serving per To-Go meal. Fresh fruit will be made available daily to at least 75% of the Lunch Meal headcount. Acceptable fresh fruit selections such as bananas, apples, and oranges may be used, OR if a fruit cup or apple sauce is used, the serving size is 6 ounces and should be for 100% of the headcount. Cold Beverages will be available, including bottled water, Gatorade, and fruit drinks. Carbonated beverages are not allowed.

C. Dinner meals will consist of 6-7 oz of Protein; will rotate meat products such as Beef, Chicken, pork, and fish as one of the meat entrees daily. Starch will be a 6-oz serving (potatoes, rice, noodles, or like products). Vegetables will be served in 8-oz portions (green beans, corn, mixed vegetables, baked beans, or similar items). Salad (Green leafy) serving size will be 2 cups (Romaine, Spinach, or Iceberg Lettuce). Must have at least 3 to 5 other items offered to go with the salad, such as tomatoes, onions, peppers, etc. Bread products will include assorted varieties of sliced sandwich bread, dinner rolls, and similar products. Serving size is one each. One serving of a bread product will be served during the dinner period. Desserts will be a variety of (Cookies, pie, cakes, brownies, apple/cherry crisp, or like items), one serving per plate per diner meal. Fresh fruit will be available daily for 50% of the projected lunch headcount. If canned fruit is used, the serving size is 6 ounces and should be for 100% of the headcount. Acceptable fresh fruit selections, such as bananas, apples, and oranges, may be used. Cold Beverages will be made available. Powdered beverage drinks will be mixed and available for diners' 8-oz serving size; this includes, but is not limited to, Tea, Gatorade, Kool-Aid, etc. Ice water should be available at lunch. Carbonated Beverages are not allowed. Hot Coffee 10 oz serving for 60% of the projected Headcount.

D. All meals will have required condiments that complement the specific meal. These will be single-service items: Salt, Pepper, Salt Substitute, a variety of Salad Dressings with a minimum of 2 Fat-Free dressings, individual Butter, Syrup, Sugar, Assorted Flavored Creamers, Hot Sauce, BBQ Sauce, Ketchup, mustard, and Mayonnaise.

E. Breakfast, Lunch, and Dinner MENU submission are required for review and approval with the contractor's price proposal, and all changes will be made prior to contract award. The New Jersey Food Program Manager's Office will review and approve the submitted Menu from the Contractor or suggest changes.

F. Items NOT allowed on the MENU are as follows: Carbonated Beverages, Pizza, Salads used as main entrée, Breakfast Bagel bar, Taco bar, candy bars, candy, Fish sandwiches, Chicken Sandwiches, hot dogs, pre-prepared and pre- packaged lunch or breakfast sandwiches.

G. Contractor shall be responsible for identifying and cooking Potentially Hazardous Food (PHF) until proper internal cooking temperatures have been reached IAW the FDA Food Code dated 2013, and provide the means to properly hold hot food at 135-140 degrees during transportation and during serving of the meal. Contractor will be required to keep cold foods that need to be served or held at 41-35 degrees during transportation and meal service, as per the 2013 FDA Food Code.

3. Requirements/Evaluations Factors for Catered Meals:

a. Contractor shall be responsible for providing single-service paper plates, eating utensils, disposable hot and cold drinking cups, and paper napkins, along with single-service condiments that complement the meal, for all meals.

b. Meals may be served buffet and/or full-service style.

c. Contractor shall prepare meals in a certified kitchen and shall possess all appropriate and applicable city, county, and state licenses and permits to prepare and serve food.

d. Contract performance shall be subject to food and health inspections by the appropriate department of the city, county, state, or federal agency where food is prepared and served for the duration of contract performance.

e. Contractor shall accommodate personnel requiring special meals due to food allergies and/or religious constraints upon identification with 24-hour notice prior to the meal being prepared, and thereafter prepare a special meal or meals.

f. Soldiers may require a special meal, due to religious traditions: No Pork. Prepare an alternate meal for the number of identified Soldiers who require one.

g. The cost of catered meals shall include all costs, including taxes, associated with transportation and preparation. Gratuity is prohibited.

h. If refrigerated or warming units/equipment are not used for proper food storage and for serving meals and drinks, the Contractor shall provide sufficient quantities of ice and/or

adequate equipment to maintain proper storage temperatures and serve meals and drinks.

4. Subsistence Purchasing guidelines:
   The below are guidelines the contractor shall use to purchase the quality of food that is required for the raw subsistence that is used to prepare the government meals.

a. Beef: USDA Choice minimum required grade. Ground beef 90% lean/fat ratio.
b. Poultry: USDA Choice Grade A minimum required grade.
c. Pork: USDA #1, Select 1 minimum required grade.
d. Variety Meats & Sausage: USDA #1 minimum grade /brand required for all products, and all products must be processed in USDA-Certified Facilities.
e. Eggs: USDA AA Grade; size Large, minimum required grade/brand for all egg and egg products.
f. Frozen Foods: Fancy Grade 1 minimum required grade/brand for all frozen vegetables.
g. Produce: USDA #1 minimum grade/brand required for all fresh produce.
h. Canned Fruits/Juices: Grade A Choice Fruit, minimum required grade.

5. Allergens – Effective January 1, 2006, the Food Allergen Labeling and Consumer Protection Act (FALCPA) requires that the 8 major food allergens be listed in simple language (e.g., “milk” instead of “casein”) on all packaged food. The eight (8) major food allergens identified by FALCPA are: Milk Eggs Fish (e.g., Bass, Flounder, Cod), Crustacean shellfish (e.g., Crab, Lobster, shrimp), Tree nuts (e.g., almonds, walnuts, pecans) Peanuts Wheat Soybeans

6. Menu items, recipes, and food products selected for use by the Contractor will have food allergens removed to the fullest extent possible. Contractor shall be held liable if food allergens are not identified and or removed prior to meal consumption.

7. New Jersey Army National Guard serving times for the above periods are shown in Exhibit 1 but may be subject to change pending the Units training schedule and unforeseen training events. Contractor will need to be flexible and support the training mission or unforeseen events.

8. Required advanced notification of number or time changes for meals. POC/COR is required to give the contractor a minimum of 24 hours’ written advance notice of any headcount or time changes prior to the first meal served on any date, IAW this contract. A minimum of 8 hours’ advance notice of meal numbers and/or time changes.

Exhibit 1

Date	Day	BN PAX	Breakfast	Dinner
Jul 26	Sunday	300		Vendor
Jul 27	Monday	300	Vendor	Vendor
Jul 28	Tuesday	300	Vendor	Vendor
Jul 29	Wednesday	300	Vendor	Vendor
Jul 30	Thursday	300	Vendor	Vendor
Jul 31	Friday	300	Vendor	Vendor
Aug 1	Saturday	300	Vendor	Vendor
Aug 2	Sunday	300	Vendor	
Aug 3	Monday	300		
Aug 4	Tuesday	300		Vendor
Aug 5	Wednesday	300	Vendor	Vendor
Aug 6	Thursday	300	Vendor	Vendor
Aug 7	Friday	300	Vendor	Vendor
Aug 8	Saturday	300	Grab&Go	

Location, delivery address: DODAC
W90ALW
BLDG 2322
Camp Dodge IA

Meal delivery times for B, & D: Breakfast 0600, Dinner 1500