

Bid Request

Food Service Specifications
For:
NorthEast Ohio Community Alternative
Program

NEOCAP

July 1, 2020 to June 30, 2022

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LEGAL NOTICE:

PURCHASE OF MEALS AND FOOD SERVICES - NEOCAP

Sealed bids for the managing, supplying, preparing, and serving of daily meals to approximately 125 male adult residents, 365 days per year, including holidays is being accepted by NEOCAP **until 2:00 p.m.**, Warren, Ohio Time, on the **27th day of March 2020**, at which time they will be publicly opened, read and tabulated.

Bid specifications may be obtained by visiting NEOCAP's website www.neocap.org and downloading them from the homepage or by emailing a request to Business Director, R.Blower@neocap.org.

All requests must include a Company Name, Contact Name, and Email Address. Questions will only be accepted through email, at R.Blower@neocap.org, and the responses will be disbursed to all requesters only through the email address provided.

Bids shall be filed in a sealed envelope and externally marked "BID FOR SUPPLYING FOOD SERVICES" and turned into the Business Office located at 411 Pine Ave. SE, Warren, OH 44483.

Winning vendor to start services July 1, 2020 and end June 30, 2022. NEOCAP reserves the right to reject any or all bids, to waive any informalities in the bid process, and to accept any bid deemed the most favorable to NEOCAP.

This notice has been posted on Trumbull County Commissioners website and also on NEOCAP's website.

SCOPE OF WORK:

The NorthEast Ohio Community Alternative Program, hereinafter referred to as NEOCAP, is a Community Based Correctional Facility located at 411 Pine Ave. S.E., Warren, Ohio 44483. NEOCAP is accepting bids for the managing, supplying, preparing, and serving daily meals.

Preparation of meals will include breakfast, lunch, dinner, and evening snack, Monday thru Friday. Saturday and Sunday will consist of brunch, dinner, and evening snack. Meals will be provided 365 days per year, including holidays, for approximately 125 residents of the NEOCAP facility.

The bid requires the pricing to reflect a cost per meal price and will be invoiced monthly based on actual number of meals served. The contract term shall be July 2020 thru June 2022.

GENERAL BACKGROUND:

NEOCAP is a community based correctional facility that serves as an alternative sentencing program for the Common Pleas Courts of Ashtabula, Geauga, Lake, Portage and Trumbull counties in NorthEast, Ohio. A maximum of 125 male offenders reside at NEOCAP for duration up to 4 to 6 months while completing their individualized program plan.

CONTRACTOR QUALIFICATIONS:

- A. Contractors must possess the required certificates and licenses required to operate a food service business in the state of Ohio.
- B. Contractors shall have experience in correctional food service contracts.
- C. The contractors shall submit documented evidence that it has the personnel and internal procedures for successful performance of the contract requirements. Contractors shall supply information in support of their ability to properly service the proposed contract.
- D. The contractor cannot subcontract any portion of the food preparation service.

THE CONTRACTOR SHALL SUPPLY AS A PART OF THE PROPOSAL:

Any bids that fail to address all the required information may be disqualified from consideration.

- A. Contractor Profile - The Vendors shall provide the documents describing their current organization, experience, and capabilities to fulfill the bid requirements.
- B. Contractors are asked to submit their bid based on cost per meal.
- C. The bid must include the Contractor's plans for handling the following:
 - 1. Personnel – Specifying number of staff working per day onsite.
 - 2. Food Serving
 - 3. Food Quality Specifications

4. Quality Control Processes
 5. Invoicing
 6. Business / Liability Insurance Carried
 7. Emergency/Disaster Response Plan
- D. Price per meal shall be based on the 4-week cycling menu included in bid.
 - E. Please list the appropriate contact personnel and include the company's organizational chart.
 - F. Please provide references for which the Contractor has provided services. Contact persons, addresses and phone numbers should be included. NEOCAP reserve the right to inquire about items such as quality of service, reliability, etc.
 - G. A copy of all required Local, State, and Federal licenses required by law for the proper operation within the food service industry.
 - H. A signed and notarized Non-Collusion Affidavit. (see Exhibit A)
 - I. Full disclosure of any pending litigation of any nature, judgments, and liens, etc. against the contractor.
 - J. An insurance certificate showing that the contractor is bonded and carries full liability insurance. (See section labeled Insurance)
 - K. Provide a completed and signed Request for Taxpayer Identification Number and Certification (W-9).

PROPOSAL SUBMISSION:

Bids must be mailed or hand delivered no later than March 27, 2020 at 2:00 P.M. to:

NEOCAP
 Attn: Business Director
 411 Pine Ave. SE
 Warren, Oh 44483

All requests must include a Company Name, Contact Name, and Email Address. Questions will only be accepted through email, r.blower@neocap.org, and the responses will be disbursed to all requesters through the email address provided by the requesters.

The following criteria may be used to evaluate the bids. Criteria not set forth below may also be used to evaluate the bids.

- Personnel Plan
- Experience and service record
- Food Quality
- Price per meal
- Capacity of vendor to fulfill contract

No one of the above-noted criteria, or any specified combination, will determine the successful Contractor. The criteria are evaluated as a whole in an effort to select the Contractor best able to serve the needs of NEOCAP.

NEOCAP reserves the right to reject any or all bids and to award or not award a contract. The decision will be based on the option is in the best interest of NEOCAP.

FOOD SERVICE REQUIREMENTS:

- A. The contractor shall provide breakfast, lunch, dinner, and evening snack, Monday thru Friday. Saturday and Sunday will consist of brunch, dinner, and evening snack. Meals will be provided 365 days per year, including holidays.
- B. The number of meals per day will not be guaranteed. However, the average daily meals are estimated to be a total of 375 meals per day Monday through Friday and 250 meals (brunch) on Saturday & Sunday.
- C. Meals are to be prepared onsite utilizing NEOCAP's kitchen. *(If a Contractor has the resources and locality to prepare the meals in bulk offsite and deliver them to the facility for trayng, it will not disqualify them from bidding. However, the Contractor must notify the Business Director in advance of submitting a bid.)*
- D. All meals must include individual portion packs of salt & pepper, condiments, disposable utensils, and anything else that might be needed to properly serve or consume the meals.
- E. Due to work release and community service programs some residents will need individual packed lunches in place of the normal menu offering.
 - A. Packed lunches will be made ahead of time so they are available to be taken upon early morning departure.
- F. The Contractor assumes all responsibility arising from the administration or delivery of food services.
- G. NEOCAP will assume all responsibility of maintaining kitchen equipment, cleaning and sanitation chemicals, and smallware utilized for onsite food preparation.
- H. Contractor will assume responsibility for any uniform or safety/sanitary apparel required such as hair nets, disposable aprons, and food handling gloves.

PERSONNEL:

- A. Contractor will supply an adequate number of staff, including a full-time kitchen manager, qualified to prepare meals and manage the kitchen in a correctional facility and that adheres to security, resident interaction, and serving the needs of the facility.
- B. NEOCAP reserves the right to screen and disapprove all personnel working within our facility.

- C. Contractors will make their staff and manager available to receive the ODRC’s required training hours of “Changing Offender Behavior”. Training will be offered by NEOCAP staff, at no charge to the Contractor.
- D. Contractor’s staff will be responsible for all preparing, cooking, and serving of meals.
- E. NEOCAP’s residents (aka Kitchen Crew) cannot be used to prepare or cook meals. The Kitchen Crew will be made available for setup and cleaning purposes only.

MENU:

- A. All meals shall meet all nutritional standards imposed by the American Correctional Association Standards and any standards required by federal, state or local laws and regulations.
- B. All food used in the NEOCAP menu must be purchased from an approved USDA or local health department approved source. Food must be attractive, palatable and appealing.
- C. All meals must follow the 4-week rotating menu provided in the bid notice.
- D. The menu, and any changes, must be approved by NEOCAP management and the contractor’s licensed dietitian. The dietitian must be a Registered Licensed Dietitian by the State of Ohio and the menu’s daily caloric count must be revised and shown on the menu.
- E. The daily sum of all meals, including snack, must meet the Recommended Daily Dietary Allowance (DRI/RDA) for adult males.
- F. The Contractor must select, purchase, and prepare food according to the approved menu.
- G. The Contractor must be able to provide a "modified" version of the regular meals to accommodate for special medical and religious needs.
- H. Due to there being more than 14 hours between dinner and breakfast, evening snack is required. The snack should be designed to prevent residents from getting excessively hungry between these two meals. There is no specific food requirement and Contractors are open to propose options.

MEALS:

Meal Times

	Male- Group A	Male- Group B	Male-Group C
Breakfast	7:30 AM	7:50 AM	8:10 AM
Lunch	11:55 AM	12:15 PM	12:35 PM
Dinner	4:55 PM	5:15 PM	5:35 PM
Snack	9:00 PM		
NOTE: Meal times are adjusted for Saturday and Sunday brunches.			

- A. NEOCAP will supply the Contractor with meal counts on a daily basis.
- B. The Contractor will work with NEOCAP in order to develop appropriate forms for meal orders.
- C. The Contractor will provide a full-time representative available Monday through Friday to answer questions, concerns and requests.

Shortages and Errors

- A. Should NEOCAP have to supply an alternative meal due to shortage or poor quality, NEOCAP will not be charged for the Contractor meals and will be reimbursed according to the actual cost of the supplied meals plus a \$50.00 service fee will be applied as a credit to the Contractor's invoice.
- B. Any supplies not provided by the Contractor, resulting in NEOCAP supplying them, the Contractor will reimburse NEOCAP according to the cost of those supplies used or purchased plus a \$50.00 service fee will be applied as a credit to the Contractor's invoice.
- C. A record will be kept of all shortages. A copy of this record will be sent to NEOCAP at least weekly.

Payment

Contractor's invoices will be submitted based on the agreed upon schedule at contract signing. Each invoice must include the number of meals provided during the payment period. Under normal circumstances, invoices will be paid within 15 to 30 days of receipt.

Price Increases

Prices per meal as proposed by the Contractor for this contract will be fixed prices for the duration of the contract. Any subsequent price increases through a contract renewal will require proof of needed increase.

Communications

The Kitchen Manager will be asked to meet with NEOCAP management, or designated staff, on a regularly scheduled basis (at times mutually convenient to both parties) to discuss food quality and portions, supplies, and/or other pertinent matters dealing with the food service. Meetings may be scheduled as needed.

Records Management

The Contractor shall keep all financial records and menus in accordance to NEOCAP's grant requirements set by the Ohio Department of Rehabilitation and Corrections.

INSURANCE

The Contractor will provide the necessary liability coverage for the food service including, but not limited to, any state or federal insurance requirements. (Example: Workers' Compensation)

Said policy or policies of insurance required shall name NEOCAP as additional insured and contain a provision that will require at least 30 days' notice to NEOCAP prior to any cancellation or termination. The Contractor shall deposit a Certificate of Insurance with NEOCAP prior to the provision of services under the agreement. If renewal of such insurance occurs during the Contract, copies of the renewal Certificate of Insurance shall be delivered to NEOCAP within thirty (30) days. Copy of proof of insurance shall be submitted at least annually if the Agreement is extended.

All insurance must be obtained through companies authorized to do business in Ohio.

HEALTH AND SANITATION

The Contractor shall comply with all laws and regulations of federal, state, county and local Boards of Health, concerning the preparation, handling and transportation of food. Food service licenses shall be the responsibility of the Contractor and copies supplied to NEOCAP..

Upon request, the Contractor will furnish to NEOCAP copies of all Food Service Operations Inspection Reports, which are compiled by the federal, state, county and local Health Departments during the term of the Contract.

EMERGENCY/DISASTER RESPONSE

The Contractor shall supply contingency plans to respond to natural disasters such as, but not limited to, flooding or loss of power. The Contractor shall have the needed supplies to be able to serve complete meals under unusual circumstances for a maximum of 7 days.

ASSURANCES AND RESERVATIONS:

The Contractor agrees to have all required federal, state, and local Assurances stated in this section completed and submitted prior to the provision of services.

Non-Discrimination

The Contractor agrees to fully comply with all laws and regulations, whether federal, state or local, relating to non-discrimination of whatever type or to affirmative Action programs where applicable. The Contractor will comply with the Civil Rights Act of 1964, Title VI and Title VII. The Contractor will not discriminate against any employee based on a legally protected status or condition.

Contractor certifies that it is currently in compliance and will continue to adhere to the requirements of Federal, State and Local non-discrimination laws.

Worker's Compensation

The contractor must show proof of coverage of a valid Certificate of Workers' Compensation, which meets the several requirements of Ohio law. A photocopy of the vendor's certificate will be sufficient to enable us to verify coverage.

I-9 Form (Employment Eligibility Verification)

All contractors are expected to comply with the Immigration and Reform Control Act of 1986 (IRCA). This Act, with certain limitations, requires the verification of the employment status of all individuals who are hired by a prime contractor as well as a subcontractor. The usual method of verification is through the Employment Verification (I-9) Form. When entering into a contract with NEOCAP, the contractor is certifying without exception that such contractor has complied with all laws relating to immigration and reform. Contractors will be requested to provide a copy of the I-9 Form for each employee who may or will be performing work or services on NEOCAP grounds. This information is needed to allow NEOCAP to ensure that those working are eligible to do so, and to ensure compliance with Immigration Laws.

Drug-Free Workplace

NEOCAP maintains Trumbull County's policy that requires NEOCAP's building and grounds to be drug-free. NEOCAP is required to insure that all contractors adhere to state and federal laws requiring a Drug-Free Workplace.

Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization (DMA)

The contractor must complete and submit a copy of the DMA to the Department of Public Safety. Sections 2909.32, 2909.33, and 2909.34 of the Ohio Revised Code defined and created the DMA. The DMA form must be completed by applicants to certify that they have not provided "material assistance", including "material support and resources", to a terrorist organization included on the U.S. Department of State Terrorist Exclusion List (TEL), in order to do business with an organization funded by the State.

<http://www.publicsafety.ohio.gov/links/HLS0038.doc>

Contractor certifies that it is currently in compliance and will continue to adhere to the requirements of Ohio DMA laws.

Prison Rape Elimination Act (PREA):

NEOCAP has a ZERO TOLERANCE Policy toward any acts of sexual harassment or abuse. NEOCAP reserves the right to deny entry to anyone who interacts inappropriately with NEOCAP residents or staff. Any person with knowledge of inappropriate interaction is required to immediately notify management staff. (See Appendix C for complete details)

Inspection

The management of NEOCAP shall have the right to inspect food preparation sites, recipes and purchase records of the Contractor used for the provision of services under this Agreement.

Indemnification

The Contractor shall act as an independent contractor and not as an employee of NEOCAP.

The Contractor shall be liable, and agrees to be liable, and shall indemnify, defend and hold NEOCAP harmless for all claims, suits, judgments or damages arising from the Contractor's operations in providing services to NEOCAP under this contract.

Cancellation

The Contract period begins on July 1, 2020, and ends on June 30, 2022. NEOCAP reserves the right to cancel its contract for cause, as defined herein. In the event that NEOCAP believes there is cause to cancel, it shall notify the Contractor of the reason for the cancellation and may allow the Contractor thirty (30) days to address the problem. If the problem is not addressed within the thirty (30) days allowed by this Agreement, or NEOCAP does not allow the thirty (30) day address period, NEOCAP may notify the Contractor that it is canceling the Agreement on the date set forth in such cancellation notice. The notification must include the last day upon which the Contractor is expected to deliver meals to NEOCAP.

Cause, under this Agreement, includes constant supply shortages, reoccurring meal shortages, non-compliance with the meal specifications, a price increase in contravention to the terms, failure to maintain insurance, failure to comply with the licensing rules or regulations or any act or failure by the Contractor that in the opinion of NEOCAP, is prejudicial to NEOCAP's best interests or to the best interests of NEOCAP's clientele's interests.

NEOCAP also reserves the right to cancel this agreement in the case where the CBCF Operational Grant from the Ohio Department of Rehabilitation and Corrections is defunded. In the case of defunding, NEOCAP will supply the Contractor a thirty (30) day cancellation notice which will include the last day upon which the Contractor is expected to deliver meals to NEOCAP.

Extension

The Contract may be extended under terms mutually agreed upon for a maximum of 2 years by NEOCAP and the Contractor. Any request for extension shall be given 90 days' notice before the end of the contract presently in effect. If an agreement of terms cannot be met the contract will terminate at the end of the stated date of the contract presently in effect.

Re-Negotiation

If there are changes in federal or state laws that result in required alterations of the meals or menu, required by the Ohio Department of Rehabilitation and Corrections or any accrediting body that NEOCAP is required to maintain, which reduce the quantity of food or decrease the raw food cost per meal, the Contractor will renegotiate the price per meal downward with no penalty to NEOCAP.

Amendment

The Contract may only be amended by written documentation signed by authorized personnel from both NEOCAP and the Contractor. All amendments must be attached to the Contract.

Notices

All notices, demands, requests, consents, approvals or other instruments required or permitted to be given by either party pursuant to this Agreement shall be in writing and shall be deemed to have been properly given if sent by registered or certified mail, postage prepaid, to business offices of the respective parties. All notices shall be deemed received when delivered but in no event later than five (5) days after they are deposited with the United States Post Office, whichever shall occur first.

General

- A. This Agreement shall be binding upon and shall ensure to the benefit of the parties hereto and their respective successors.
- B. This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance or otherwise by the laws of the State of Ohio.
- C. None of the agreements contained herein is intended, nor shall be deemed or construed, to create a partnership between Contractor and NEOCAP, or make them joint ventures, or make NEOCAP in any way responsible for the debts or losses of the Contractor.
- D. The provisions of this Agreement shall be deemed severable. If any part of this Agreement shall be held unenforceable by any court of competent jurisdiction, the remainder shall remain in full force and effect and such unenforceable provision shall be reformed by such court as to give maximum legal effect to the intention of the parties as expressed herein.

E. In the event the federal or state government issues new laws, rules or regulations governing any provision in this Agreement, the Contractor agrees to comply with all applicable laws, rules and regulations. Each of the parties agrees to sign such other and further documents as may be appropriate to carry out the intentions expressed in this Agreement and the Bid Documents.

EXHIBIT A: NON-COLLUSION AFFIDAVIT

THE STATE OF _____, COUNTY of _____, as:

_____ being first duly sworn, deposes and says that he is
(Affiant's Name – typed or printed)

_____ of _____
(sole owner, partner, president, etc.) (Company Name – typed or printed)

the party making the foregoing proposal or bid: that such bid is genuine and not collusive or sham: that said Vendor has not colluded, conspired, connived or agreed, directly or indirectly, with any Vendor or person to put in a sham bid, or that such other person all refrain from bidding and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other Vendor, or to fix any overhead, profit or cost element of said bid price, or that of any other Vendor, or to secure any advantage against NEOCAP or any other person or persons interested in the proposed contract; and that all statements contained in said proposal or bid are true; and further that such Vendor has not, directly or indirectly, submitted this bid, or contents thereof, or divulged information relative thereto to any association or to any member or agent thereof.

AFFIANT (SIGNED in blue ink)

Sworn to and subscribed before me this _____ day of _____, 20____.

(SEAL)

NOTARY PUBLIC

My commission expires: _____

EXHIBIT B: DRUG FREE WORKPLACE SIGN-OFF

SIGN-OFF SHEET

The Contractor certifies that it will provide a drug free workplace to its employees who are employed within NEOCAP.

By signing below, the undersigned certifies that they have:

1. Developed a “Drug and Alcohol-Free Policy” and agree to abide by its full terms.
2. Read and understand the “Compliance with the Drug Free Workplace Act” statement and agree to abide by its full terms if applicable.
3. Agree to make a good faith effort to continue to maintain a drug and alcohol-free workplace.
4. Agree to immediately notify the management of NEOCAP if any employee is found to have violated the Drug and Alcohol-Free Policy.

NAME OF COMPANY (PRINT)

SIGNATURE (TITLE)

Date

EXHIBIT C: PREA ZERO TOLERANCE POLICY

**NOTICE TO VENDORS, VOLUNTEERS, CONTRACTORS
AND INTERNS: ZERO TOLERANCE AGAINST SEXUAL
ABUSE AND SEXUAL HARASSMENT**

The NorthEast Ohio Community Alternative Program (NEOCAP) has a ZERO TOLERANCE Policy toward any acts of sexual harassment or abuse. NEOCAP reserves the right to deny entry to anyone who interacts inappropriately with NEOCAP residents or staff.

As a vendor, volunteer, contractor or intern of NEOCAP, you are required to immediately report any allegation of sexual harassment or abuse to NEOCAP staff. Reports may also be submitted in writing to the PREA Coordinator or the Personnel and Resource Director at 411 Pine Ave., S.E., Warren, OH 44483. Additionally you may call the PREA Coordinator at 330-675-7466, with any information into a possible claim of sexual harassment or abuse.

Pursuant to Section 115.232 of the Prison Rape Elimination Act (PREA) and NEOCAP's Policies and Procedures, I acknowledge that NEOCAP has the right to deny me, or the company I represent, access to the facility due to violations of this policy. I acknowledge that any contract or agreement between me and NEOCAP may be cancelled should any allegation against me of sexual harassment or sexual abuse be substantiated.

By signing this document I also acknowledge that I understand my responsibilities under NEOCAP's Policies and Procedures regarding sexual abuse / harassment prevention, detection and response.

Signature, Title

Date

Company/Organization

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
Breakfast	3/4 cup 2 each 2 oz 1 oz 2 slices 3/4 cup 2 1/48 cut 1/2 oz 1/48 cut 1/2 oz 8 fl oz	1 cup 2 each 1/3 cup 2 1/48 cut 3/4 cup 2 1/48 cut 1/2 oz 1/48 cut 1/2 oz 8 fl oz	3/4 cup 2 each 2 each 3/4 cup 1/48 cut 1/2 oz 8 fl oz	3/4 cup 2 each 2 oz 3/4 cup 1/48 cut 1/2 oz 8 fl oz	3/4 cup 2 each 1/3 cup 6 oz 1/48 cut 1/2 oz 8 fl oz	3/4 cup 2 each 2 each 2 each 2 fl oz 1/2 oz 8 fl oz	3/4 cup 2 each 2 each 2 each 2 fl oz 1/2 oz 8 fl oz	3/4 cup 2 each 2 oz 1/48 cut 1/48 cut 1/2 oz 8 fl oz
Lunch	Grits Sugar Packet Peanut Butter Jelly Bread Home Fried Potato Scrambled Eggs Breakfast Patty Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Scrambled Eggs Coffee Cake Home Fried Potato Biscuit Whipped Margarine Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Breakfast Patty Lyonnaise Potatoes Biscuit Whipped Margarine Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Baked T. Ham Home Fried Potato Coffee Cake Whipped Margarine Drink Vitamin Fortified Bulk	Grits Sugar Packet Scrambled Eggs Cheesy Hash Brown Casserole Biscuit Whipped Margarine Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Breakfast Patty Pancake Syrup Whipped Margarine Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Breakfast Patty Pancake Syrup Whipped Margarine Drink Vitamin Fortified Bulk	Hot Cereal Sugar Packet Baked T. Ham Coffee Cake Biscuit Whipped Margarine Drink Vitamin Fortified Bulk
Dinner	Meatloaf patty Brown Gravy Mashed Potatoes Corn Biscuit Whipped Margarine Frosted Cake Drink High Calcium Plus Bulk FC	Spanish Rice Casserole Mixed Vegetables Southern Cornbread Whipped Margarine Frosted Bar Drink High Calcium Plus Bulk FC	Swedish Meatballs Rotini Noodles Carrots Bread Whipped Margarine Canned Fruit Drink High Calcium Plus Bulk FC	Chuckwagon Country Gravy Mashed Potatoes Carrots Biscuit Whipped Margarine Frosted Bar Drink High Calcium Plus Bulk FC	Sloppy Joes Hamburger Bun Macaroni Salad Cooked Vegetable Frosted Cake Drink High Calcium Plus Bulk FC	Turkey a la King Fluffy Rice Corn Lettuce Salad Salad Dressing FC Whipped Margarine Frosted Bar Drink High Calcium Plus Bulk FC	Turkey a la King Fluffy Rice Corn Lettuce Salad Salad Dressing FC Whipped Margarine Frosted Bar Drink High Calcium Plus Bulk FC	Chili Saltine Crackers Baked Potato Green Beans Southern Cornbread Whipped Margarine Frosted Bar Drink High Calcium Plus Bulk FC
HS Snack	1 each 4 fl oz 1 cup 3/4 cup 2 1/48 cut 1/2 oz 1/48 cut 1/48 cut 8 fl oz	12 oz 3/4 cup 2 1/48 cut 1/2 oz 1/48 cut 8 fl oz	6 each 1 cup 3/4 cup 2 slices 1/2 oz 1/2 cup 8 fl oz	1 each 2 oz 1 cup 3/4 cup 1/48 cut 1/2 oz 1/48 cut 8 fl oz	3.2 oz 1 each 1 cup 3/4 cup 1/48 cut 8 fl oz	8 oz 1 cup 3/4 cup 1 cup 1 each 1/2 oz 1/48 cut 8 fl oz	8 oz 1 cup 3/4 cup 1 cup 1 each 1/2 oz 1/48 cut 8 fl oz	12 oz 3/4 cup 1/48 cut 1/2 oz 1/2 cup 1/48 cut 8 fl oz
Dessert Bar	Cookie	Cookie	Dessert Bar	Cookie	Dessert Bar	Dessert Bar	Cookie	
	2 oz	2 oz	1/48 cut	2 oz	1/48 cut	1/48 cut	2 oz	

Dietary Consultant

Approval Date

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast						
Hot Cereal 3/4 cup Sugar Packet 2 each Breakfast Patty 2 each Home Fried Potato 3/4 cup Coffee Cake 1 oz Biscuit 2 1/48 cut Whipped Margarine 3/4 cup Scrambled Eggs 1/3 cup Breakfast Patty 2 each Drink Vitamin 8 fl oz Fortified Bulk	Grits 3/4 cup Sugar Packet 2 each Peanut Butter 2 oz Jelly 1 oz Bread 2 slices Home Fried Potato 3/4 cup Scrambled Eggs 1/3 cup Breakfast Patty 2 each Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Baked T. Ham 2 oz Coffee Cake 1/48 cut Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Grits 3/4 cup Sugar Packet 2 each Breakfast Patty 2 each Coffee Cake 1/48 cut Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Coffee Cake 1/48 cut Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk
Lunch						
Sausage Jambalaya 12 oz Cooked Vegetable 3/4 cup Southern Cornbread 2 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Italian Pasta Bake 12 oz Green Beans 3/4 cup Garlic Biscuit 1/48 cut Frosted Bar 1/48 cut 8 fl oz Drink High Calcium 8 fl oz Plus Bulk FC	Turkey Pot Pie 12 oz Coleslaw 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Italian Meat Sauce 3/4 cup Spaghetti Noodles 1 cup Green Beans 3/4 cup Garlic Biscuit 1/48 cut Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Sloppy Joes 3.2 oz Hamburger Bun 1 each Herb Roasted 1 cup Potatoes 3/4 cup Cooked Vegetable 1/2 cup Ketchup Packet 1 each Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Mexican Pie 12 oz Coleslaw 3/4 cup Southern Cornbread 2 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Charbroil Patty 3oz 1 each Hamburger Bun 1 each Potato Salad 1 cup Corn 3/4 cup Ketchup Packet 1 each Mustard PC 1 each Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC
Dinner						
Sausage Jambalaya 12 oz Cooked Vegetable 3/4 cup Southern Cornbread 2 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Italian Pasta Bake 12 oz Green Beans 3/4 cup Garlic Biscuit 1/48 cut Frosted Bar 1/48 cut 8 fl oz Drink High Calcium 8 fl oz Plus Bulk FC	Chickwagon 1 each Country Gravy 4 oz Mashed Potatoes 1 cup Carrots 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Canned Fruit 1/2 cup Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Red Beans & Rice 12 oz Corn 3/4 cup Southern Cornbread 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	T. Ham & Scalloped 12 oz Potatoes 3/4 cup Cooked Vegetable 2 slices Bread 1/2 oz Whipped Margarine 1/48 cut Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Meatballs 6 each Brown Gravy 4 fl oz Fluffy Rice 1 cup Carrots 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Canned Peaches 1/2 cup Drink High Calcium 8 fl oz Plus Bulk FC	Macaroni & Cheese 12 oz W/Ham Green Beans 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC
HS Snack						
Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Dessert Bar 1/48 cut	Cookie 2 oz

Dietary Consultant

Approval Date

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast						
Grits 3/4 cup 2 each Sugar Packet 2 each Breakfast Patty 2 each Scrambled Eggs 1/3 cup Home Fried Potato 1 cup Biscuit 2 1/48 cut Lyonaise Potatoes 1 cup Pancake 4 each Syrup 3 fl oz Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup 2 each Sugar Packet 2 each Baked T.Ham 2 oz Home Fried Potato 1 cup Biscuit 2 1/48 cut Scrambled Eggs 1/3 cup Peanut Butter 2 oz Jelly 1 oz Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup 2 each Sugar Packet 2 each Scrambled Eggs 1/3 cup Home Fried Potato 3/4 cup Coffee Cake 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Grits 3/4 cup 2 each Sugar Packet 2 each Baked T.Ham 2 oz Biscuit 1/48 cut Coffee Cake 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup 2 each Sugar Packet 2 each Breakfast Patty 2 each Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup 2 each Sugar Packet 2 each Baked T.Ham 2 oz Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Grits 3/4 cup 2 each Sugar Packet 2 each Breakfast Patty 2 each Pancake 2 each Syrup 2 fl oz Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk
Lunch						
Breaded Chicken Patty 1 each Hamburger Bun 1 each Herb Roasted Potatoes 1 cup Coleslaw 3/4 cup Sandwich Salad 1 each Dressing PC 1/48 cut Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Breaded Chicken Patty 1 each Hamburger Bun 1 each Herb Roasted Potatoes 1 cup Coleslaw 3/4 cup Sandwich Salad 1 each Dressing PC 1/48 cut Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Breaded Chicken Patty 1 each Hamburger Bun 1 each Herb Roasted Potatoes 1 cup Coleslaw 3/4 cup Sandwich Salad 1 each Dressing PC 1/48 cut Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	T. Ham & Au Gratin 12 oz Potatoes 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Sloppy Joes 3.2 oz Hamburger Bun 1 each Herb Roasted Potatoes 1 cup Cooked Vegetable 3/4 cup Ketchup Packet 1 each Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Meatloaf Patty 1 each Brown Gravy 4 fl oz Baked Potato 1 each Carrots 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Breaded Chicken Patty 1 each Hamburger Bun 1 each Corn 3/4 cup Boston Baked Beans 1 cup Sandwich Salad 1 each Dressing PC 1/48 cut Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC
Dinner						
Spanish Rice 12 oz Casserole 3/4 cup Coleslaw 2 oz Tortilla Chips 1/48 cut Frosted Bar 8 fl oz Drink High Calcium Plus Bulk FC	Chili 12 oz Macaroni Noodles 1 1/2 cup Green Beans 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Sausage Jambalaya 12 oz Corn 3/4 cup Southern Cornbread 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Baked Turkey 3 oz Poultry Gravy 4 fl oz Mashed Potatoes 1 cup Green Beans 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Canned Fruit 1/2 cup Drink High Calcium 8 fl oz Plus Bulk FC	Italian Meat Sauce 3/4 cup Spaghetti Noodles 1 cup Mixed Vegetables 1/2 cup Garlic Biscuit 1/48 cut Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Turkey Tetrazzini 12 oz Mixed Vegetables 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Kielbasa 1 each Au Gratin Potatoes 1 cup Green Beans 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Canned Fruit 1/2 cup Drink High Calcium 8 fl oz Plus Bulk FC
HS Snack						
Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Dessert Bar 1/48 cut	Cookie 2 oz

Dietary Consultant

Approval Date

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast						
Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Lyonnaise Potatoes 3/4 cup Coffee Cake 2 1/48 cut Biscuit 2 1/48 cut Home Fried Potato 3/4 cup Scrambled Eggs 1/3 cup Breakfast Patty 2 each Drink Vitamin 8 fl oz Fortified Bulk	Grits 3/4 cup Sugar Packet 2 each Peanut Butter 2 oz Jelly 1 oz Bread 2 slices Home Fried Potato 3/4 cup Scrambled Eggs 1/3 cup Breakfast Patty 2 each Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Coffee Cake 1/48 cut Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Breakfast Patty 2 each Pancake 2 each Syrup 2 fl oz Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Turkey Ham 2 oz Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Breakfast Patty 2 each Coffee Cake 1/48 cut Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk	Hot Cereal 3/4 cup Sugar Packet 2 each Scrambled Eggs 1/3 cup Home Fried Potato 3/4 cup Biscuit 1/48 cut Whipped Margarine 1/2 oz Drink Vitamin 8 fl oz Fortified Bulk
Lunch						
Macaroni & Cheese 12 oz Cooked Vegetable 3/4 cup Southern Cornbread 2 1/48 cut Whipped Margarine 1/2 oz Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Baked Turkey 3 oz Poultry Gravy 4 fl oz Bread Stuffing 1 1/2 cup Carrots 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Charbroil Patty 3oz 1 each Hamburger Bun 1 each Herb Roasted 1 cup Potatoes 3/4 cup Green Beans 1 each Ketchup Packet 1 each Mustard PC 1 each Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	T. Ham & Cheesy Rice 12 oz Casserole 3/4 cup Mixed Vegetables 1/48 cut Southern Cornbread 1/2 oz Whipped Margarine 1/48 cut Frosted Bar 8 fl oz Drink High Calcium Plus Bulk FC	Sloppy Joes 3.2 oz Hamburger Bun 1 each Macaroni Salad 1 cup Cooked Vegetable 3/4 cup Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Hot Dog 2 each Boston Baked Beans 2 each Potato Chip PC 1 cup Ketchup Packet 1 each Mustard PC 2 each Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Red Beans & Rice 12 oz Carrots 3/4 cup Southern Cornbread 1/48 cut Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC
Dinner						
Macaroni & Cheese 12 oz w/ Ham 3/4 cup Cooked Vegetable 2 1/48 cut Southern Cornbread 1/2 oz Whipped Margarine 1/48 cut Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Baked Turkey 3 oz Poultry Gravy 4 fl oz Bread Stuffing 1 1/2 cup Carrots 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Turkey & Noodle Casserole 12 oz Mixed Vegetables 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Frosted Bar 8 fl oz Drink High Calcium Plus Bulk FC	Italian Meat Sauce 3/4 cup Spaghetti Noodles 1 cup Cooked Vegetable 3/4 cup Bread 2 slices Whipped Margarine 1/2 oz Canned Fruit 1/2 cup Drink High Calcium 8 fl oz Plus Bulk FC	Baked T. Ham 3 oz Rice Pilaf 1 cup Carrots 3/4 cup Southern Cornbread 1/48 cut Whipped Margarine 1/2 oz Canned Fruit 1/2 cup Drink High Calcium 8 fl oz Plus Bulk FC	T. Ham & Scalloped Potatoes 12 oz Mixed Vegetables 3/4 cup Southern Cornbread 1/48 cut Whipped Margarine 1/2 oz Frosted Cake 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC	Turkey Pot Pie 12 oz Biscuit 2 1/48 cut Coleslaw 3/4 cup Whipped Margarine 1/2 oz Frosted Bar 1/48 cut Drink High Calcium 8 fl oz Plus Bulk FC
HS Snack						
Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Cookie 2 oz	Dessert Bar 1/48 cut	Dessert Bar 1/48 cut	Cookie 2 oz

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