

REQUEST FOR PROPOSAL
FOR
THE PERRY COUNTY PRISON
PERRY COUNTY, PENNSYLVANIA
FOR
FOOD MANAGEMENT SERVICES

I. INTRODUCTION

Perry County is requesting proposals for the provision of food service to include inmate and staff feeding seven days/week and program support services for an approximate population of staff and inmates of 120, for a term of three (3) years commencing January 1, 2025, through and including December 31, 2027. In addition, the County reserves the option of extending the contract without bid on a year-to-year basis for an additional one (1) year period as provided on page 18, under section X - Termination of Contract (paragraph D).

Perry County presently operates a facility at the following location:

Perry County Prison
300 S. Carlisle Street
New Bloomfield, Pennsylvania 17068

Contact Person – Tim Bassett
Current Average Daily Population: 90
Current Average Meals per Seating: 120

II. OBJECTIVES OF RFP

To result in a contract between the successful bidder and Perry County that will meet the following objectives:

- A. To deliver high quality food service that can be audited against established nutritional and health standards.
- B. To operate the food service program using professionally trained personnel.
- C. To operate the food service program in a cost-effective manner with full reporting to Perry County.
- D. To implement a written food service plan with clear objectives, policies, procedures, and annual evaluation of compliance.

- E. To maintain an open collaborative relationship with the administration and staff of Perry County and other County offices.
- F. To maintain standards established by Perry County, as well as ACA, State and Federal Correctional Food Service standards.
- G. To offer a comprehensive program for continuing staff and inmate training.
- H. To operate the food service program in a humane manner with respect to the inmates' rights to basic health and nutritional standards.

III. PROPOSAL PROCESS

The following is a schedule of events concerning the bid process:

Distribution of the RFP	09/11/2024
Mandatory Pre-bid meeting and site visit	10/01/2024 at 9:00 A.M.
Due date	10/25/2024 by 4:00 P.M.
Public Opening	10/28/2024 at 10:00 A.M.
Notification of Award	11/08/2024
Commence Services	01/01/2025
Termination of Services	12/31/2027 unless extended as per page 19 Under X – Termination of Contract (paragraph D)

A complete original of the proposal will be submitted to:

Perry County Commissioners
P.O. Box 37
New Bloomfield, Pennsylvania 17068

Proposals must be received no later than 4:00 P.M. Friday, October 25, 2024, at the address set forth above. Proposals received after 4:00 P.M. on Friday, October 25, 2024 will not be considered.

Questions regarding bid specifications may be directed to the following individual:

Tim Bassett
(717) 582-2262

All proposals must be accompanied by a guaranty given in the amount of 10% of the proposed contract amount based upon an average of 120 meals per serving three times per day, from January 1, 2025 through December 31, 2027 and may be given at the option of the bidder by Certified Check, Cashier's Check or Bid Bond from a reputable insurance company authorized to post such Bonds in the State of Pennsylvania.

Bids shall not be subject to being withdrawn upon submission of same.

IV. QUALIFICATIONS OF BIDDER

To be considered for award of this contract, the Contractor must meet the following minimum qualifications:

- A. The Contractor must be organized for the purpose of providing institutional and/or volume food service, and must have five (5) years previous correctional feeding experience with proven effectiveness in administering large scale corrections food service programs.
- B. The Contractor must have a proven ability for a contract start-up by January 1, 2025.
- C. The Contractor must have qualified and trained staff with sufficient back-up personnel to successfully complete the contract requirements. Personnel must include a full-time, corrections-experienced Registered Dietitian available for menu development.
- D. The Contractor must have the central office capability to supervise and monitor the program ensuring satisfactory provision of services. In addition, the Contractor must have an alternate emergency preparation plan to meet the contractual provisions of service.
- E. The Contractor must submit a certified copy of a current financial report of the company. If the company is a subsidiary or division of a corporation, the relationship of the Contractor must be clearly delineated in the proposal.
- F. The Contractor shall submit a list of five (5) references, including name of institution, address, and contact person and phone number. The Prison Board and/or Prison Administration may request past performance reports or performance indicators from these references.
- G. The Contractor shall submit a performance bond in the amount of 100% of the total bid after award but prior to start up based upon an average of 120 meals per serving three times per day from January 1, 2025 through and including December 31, 2027. However, all proposals must be accompanied by an agreement of surety (Consent of Surety) for 100% of the awarded amount if the contract is awarded to its principal. The consent of surety must not contain any conditions or reservations,

other than the condition that the contract is to be awarded to the Proposing Contractor. Failure to submit the consent of surety will result in immediate rejection of a Contractor's proposal.

V. SELECTION CRITERIA - CRITERIA FOR EVALUATION

Mandatory requirements include:

1. Compliance with Bid instructions
2. Compliance with general requirements for all contracts by governing bodies overseeing the facility.

The Contractor will be selected based on the bidder's written proposal and any requested presentations. The Prison Board, along with Prison Administration, will review all proposals and make their recommendations for selection. The primary criteria used in making a selection will be as follows:

- A. The Contractor's demonstrated experience and expertise in correctional facilities. Experience shall include current service in correctional facilities, as well as experience of staff, district manager, dietitian, transition team, and local and regional support network.
- B. The Contractor's demonstrated ability to comply with American Correctional Association standards for local detention facilities and attain ACA certification for food services. Contractor will indicate those facilities currently under contract which have attained accreditation as a result of their efforts.
- C. Past history and references. Contractor shall include a listing of references with their proposals, indicating facility locations, name, and telephone number of facility contact person. This list should contain at least five (5) current correctional facility references. The Prison Board and/or Prison of Administration may request past performance reports and/or past performance indicators from these references.
- D. The Contractor's financial stability and condition.
- E. Contractor's development of an operating plan for food service that best meets the stated objectives and needs of Perry County. Includes Quality Assurance plan and proposed staffing and personnel plan.
- F. The Contractor's ability to provide an on-site director/manager.
- G. The Contractor's ability to provide special dietary meals for medically-required diets.
- H. The Contractor's ability to have their staff in uniform and appropriately dressed.

I. Services and menu quality offered for price proposed. Includes nutritional quality, menu acceptability and stated menu standards.

J. The award will be made to the vendor whose proposal is determined to be professionally and technically complete. The County reserves the right to award this contract not necessarily to the vendor with the lowest price but to the bidder that demonstrates the best ability to fulfill the requirements of the RFP.

K. The Contractor's employees shall be drug tested before their initial report to work, and at random intervals at the contractor's expense and at the Prison Administration's discretion.

L. The Perry County Prison shall have the ability to bar any Contractor employee from entering the building for any reason at any time.

Procedure - Submitted proposals will be reviewed by the Perry County Prison Board and Prison Administration. Contractors who are deemed, based on the selection criteria, fully qualified and best suited among those submitting proposals may be requested to participate in discussions regarding their proposals. Discussion will cover cost, methods of operation, and all other relevant factors.

VI. METHOD OF AWARD

The award will be made to the Contractor whose proposal is determined to be professionally and technically complete. The selection process may, however, include a request for additional information or an oral presentation to support the written proposal; the price proposal will be considered firm and cannot be altered after receipt per the terms of this proposal.

The County reserves the right to award this contract not necessarily to the Contractor with the lowest price, but to the bidder that demonstrates the best ability, or value, to fulfill the requirements of the RFP. The successful Contractor will be chosen based on the qualifications and selection criteria discussed in Sections IV and V of this proposal.

The successful Contractor shall commence work only after the transmittal of a fully executed contract and after receiving written notification to proceed from Perry County. The successful bidder will perform all services indicated in the proposal in compliance with the negotiated contract.

Perry County reserves the right to reject any or all proposals for any reason, in whole or in part, received in response to this RFP. Perry County will not pay for any information herein requested, nor is it liable for any costs incurred by the proposal.

Contractors whose proposals do not meet the mandatory requirements will be considered non-compliant. After the evaluation of the proposals and selection of the successful Contractor, all Contractors will be notified in writing of the selected firm.

After the Award is announced, periodic meetings will be held at the Perry County Prison with Contractor management to implement the contract.

VII. PROPOSAL PACKAGE

Contractors must submit a response in the form of a proposal that includes the following sections:

- A. Transmittal Letter
 - 1. This letter is to be a brief letter, addressed to Perry County, which provides the following information:
 - (a) Name and address of the Contractor;
 - (b) Name, title and telephone number of the contact person for the Contractor;
 - (c) A statement that the proposal is in response to this RFP; and
 - (d) The signature typed name and title of the individual who is authorized to commit the Contractor to the proposal.
 - 2. Perry County Bid Summary Form (Attachment A)
 - 3. Attachment B
 - 4. Attachment D

- B. Technical Proposal - This portion of the proposal must address each item listed below:
 - 1. Introduction
 - (a) Company Profile
 - (1) date organized to provide food service management in institutional and correctional facilities.
 - (2) corporate background and depth of support, including description of parent company, if any.
 - (3) number of employees
 - (4) number of years doing business
 - (b) Describe current contracts or business with other correctional food service facilities
 - (1) client
 - (2) date of original contract
 - (3) type/size
 - (c) Facilities currently accredited by State or Federal Accreditation Board
 - (1) name of facility
 - (2) accrediting agency - list all
 - (d) Company achievements in providing correctional food service management.

- (e) Corporate and regional office organizational structure
- (f) References, with addresses and phone contacts.

- C. Operational Standards - All proposals must clearly define:
1. Procedures for meal delivery to the inmates and staff.
 2. Quality and inventory control methods and standards.
 3. Specific procedures for providing safe, sanitary, and secure food service management, including internal security of products and equipment available to inmates.
 4. Procedures for dealing with inmate/staff complaints about food and minimizing the potential for inmate litigation.
 5. Any additional equipment necessary for efficient food service operation.
 6. Procedures for weekly billing and weekly inventory of food and supplies.
 7. Operational procedures for handling food service should on-site kitchen facilities be rendered unusable through fire, etc.
 8. Insurance - Contractor shall provide types of insurance and limits and provisions as contained herein:

<u>TYPE</u>	<u>COVERAGE FEATURES</u>	<u>LIMITS</u>
Automobile	County named as Certificate Holder, to meet statute requirements.	\$1,000,000 CSL
Worker's Compensation		As required by law.
Employer's Liability		\$500,000
Comprehensive	County named as additional	\$1,000,000 per Occurrence
General Liability (Including personal injury and administrative type claims as covered in the Provider's policy.)	Insured only to the extent of Provider's insurance coverage, neither Provider nor its insurance company shall have any obligation to continue defense of County. Limits to be reinstated annually.	\$2,000,000 aggregate

9. Policies and Procedures - The proposal shall indicate the method the Contractor will follow in establishing and revising food service policies and procedures.

10. Accreditation - The proposal shall address the Contractor's plan to secure and/or maintain any food service accreditation for delivery of food service to Perry County.

11. Personnel - The proposal shall provide a list of benefits provided to all employees, including insurance coverage, vacation plan and other related benefits. If no hourly benefits are provided, the Contractor must clearly address their plan for employee recruitment and retention, including hourly wage rates.

VIII. SCOPE OF WORK

A. Description of Current Operation

1. The average daily population has been approximately ninety (90) adult, male and female inmates, including an average of twenty-five (25) sack meals to inmates in court or work crews. Additionally, the Contractor shall expect to serve approximately thirty (30) meals per day to staff.
2. This section is not to be construed to mean the Contractor shall serve four hundred (400) meals daily. It is only provided as a guideline for possible meals to be served.
3. The price per meal charged shall be determined by taking the actual meals ordered or served each day times the contract price for that number of meals.

Example:

- (a) Food is received, stored, prepared, and served at the main facility at Perry County Prison
- (b) Meals will be served on thermal trays and delivered to the blocks.
- (c) In certain circumstances as identified and approved by Prison Administration, Styrofoam trays may be used.
- (d) Contractor workers will be expected to utilize inmates in the preparation, tray make-up, and delivery of meals at this site.
- (e) Current menus are included as Attachment C
- (f) The current meal service schedule is as follows:

Work Release	05:00 to 05:30 a.m.
Breakfast	07:15 to 8:30 a.m.
Lunch	11:00 to 12:00 p.m.
Dinner	4:00 to 5:00 p.m.

B. Contractor Service Requirements

Contractors will be expected to provide the following services as part of the food service program:

1. Food & Supplies
 - (a) Purchase and safely manage all food products that are required for food service operation. These supplies and food products shall remain the property of the Contractor. The Contractor shall provide kitchen cleaning supplies for the kitchen area.

- (b) Be responsible for routine cleaning and housekeeping of food service preparation, service, and storage area and will, on a continuing basis, maintain standards of sanitation required by state or local regulations. The County will be responsible for removal of trash and garbage.
 - (c) Inspections of kitchen facilities by County and State health agencies must achieve satisfactory ratings.
- 2. Licenses, Fees, Taxes
 - (a) Secure and pay all federal, state and local licenses, permits, and fees required for the operation of the food services provide hereunder. During the period of this agreement, if it is deemed by taxing authorities that all, or a portion of the services provided hereunder are to be subject to a sales or similar tax which has not been collected by the Contractor, the County agrees to pay such tax.
- 3. Billing process / Record keeping
 - (a) Contractor shall submit to the County by the fifth (5th) day of the month, broken down by week, an invoice for meals ordered or served whichever is greater for the prior month billing cycle. The price per meal charged to the County shall be described in the proposal and shall be guaranteed for meals for three (3) years from the effective date of the Contract.
 - (b) Access and Records - The Contractor shall keep full and accurate records of sales and meal count records in connection with the food services. A copy of said record shall be supplied to the Warden or designee on a monthly basis on the first working day of the subsequent month. In addition, all such records shall be available for auditing by the County at any time during regular working hours
- 4. Return facility in good working order
 - (a) The Contractor shall return to the County at the expiration of this contract the food service premises and all equipment furnished by the County in the condition in which received except for ordinary wear and tear and except to the extent that said premises and equipment may have been lost or damaged by fire, flood, or unavoidable occurrence and except to the extent that said equipment may have been stolen by persons other than employees of the Contractor without negligence on the part of the Contractor or its employees and providing that all damages and losses are reported to the County, for all items covered by this paragraph. The County will pay for needed repairs caused by normal wear and tear. The County will replace equipment. which at the County's sole discretion, has exceeded its useful life after consultation with the Contractor.

5. Additional food service requirements
 - (a) The Contractor agrees to provide any additional food services as mutually agreed upon at prices mutually agreed to.
6. Participation in Client-required security training
 - (a) The Vender shall attend any in-house security and awareness training as required by the Prison.
7. Uniforms for Contractor staff
 - (a) Contractor shall provide professional, neat uniforms that distinguish the Contractor's paid staff from the inmates and corrections officers.
8. Daily Processing of Complaints

Food service complaints from inmates must be processed at least daily as follows:

 - (a) Trained food service personnel shall act upon all complaints.
 - (b) The Food Service Director shall be responsible for resolving inmate or staff grievances.
9. Contractor staff certifications and other certificates such as Serve-Safe must be available for Prison management review at any time.

C. Menu Specifications

1. All proposals must clearly define:
 - (a) Proposed Menu(s) stating a weekly cycle of entrees for inmates and staff. Menus may be changed only with approval of Perry County Prison Administration.
 - (b) Item-by-item nutritional analysis (May be appendix or soft copy – MS Word or PDF preferred)
 - (c) Registered dietitian certification of both the menu and nutritional analysis Summary of specifications that will be adhered to for all food products.
 - (d) All proposals must meet or exceed existing quality of food service being provided in the jail as detailed in Scope of Work
2. Inmate Cycle Menu
 - (a) Menu Cycle
 - (1) Each Contractor shall submit a 4-week cycle menu.
 - (2) Each week will include 21 meals and comply with ACA standards.
 - (3) No proposal will be considered that doesn't provide the menu upon which the cost of service is calculated together

with the “as served” portion sizes of each menu item. Sample menus that may not be served after the contract is awarded will not be allowed.

3. Menu Description Requirements

- (a) Menus submitted in the proposal must include clearly defined descriptions of food items.
- (b) All menu items must be listed in “as served” portions which clearly indicated weight or volume measurements (e.g. 1/2 c, 1/48 cut portion, 3 oz, wt., etc.).
- (c) Entree items including casseroles must include cooked weight measurements of meat or meat equivalent per portion.
- (d) Appropriate condiments to be served must be included.

4. Balanced Menu Planning Requirements

- (a) The menu shall be planned with products and recipes with proven inmate acceptability. The Contractor shall include in the proposal a method to monitor inmate preferences and to make acceptability adjustments. A sample meal quality-assurance assessment form shall be submitted.
- (b) A variety of food flavors, textures, temperatures, and appearances shall be used.
- (c) Fruit and vegetable requirements:
 - (1) To assure a minimum level of menu quality, at least five 1/2-cup fruit and vegetable equivalents are required each day on the menu. USDA School Lunch Buying Guide shall be used to determine qualifying equivalents. A minimum daily variety of four different fruits and vegetables shall be used to meet the requirement. As specified by the guide, items such as fruit drink, rice and noodles do not qualify.
- (d) Avoid excessive fat calories:
 - (1) To avoid excessive fat calories, and provide more stomach filling bulk on the menu, portions for margarine, butter, salad dressing, and mayonnaise shall be restricted on the menu. A maximum of 1/2 oz shall be used as a margarine or salad dressing portion. Sandwich meals shall include appropriate mustard and catsup condiments, not unnecessary margarine.

5. Nutritional requirements

- (a) Menus will provide a minimum of 3,000 calories per day inclusive of all required nutrients
- (b) Nutritional Analysis - tied to actual recipes & products proposed

- (1) An item-by-item computer nutritional analysis of the menu with a weekly summary indicating the percentage of compliance to the highest RDA values for the population shall be submitted with the proposal.
 - (2) Each item on the menu shall have specific nutritional values based on recipes that will be used in the facility. For example, the specific calories, protein, fat, sodium, calcium, iron, and vitamins in the recipe that will be used for Beef, Macaroni, and Tomatoes and all other meal items shall be separately identified on the computer analysis.
- (c) Menu & analysis certified by R.D.
- (1) A registered dietitian shall certify the inmate menu in the proposal with a signed nutritional compliance statement for the age and sex of the population. A copy of the dietitian's ADA registration card shall be submitted with the proposal.
 - (2) A registered dietitian will approve all menus prior to service and annually thereafter. All meals served will be in compliance with the most recently published Recommended Dietary Allowances and Dietary Reference Intakes for adult males as established by the National Academy of Sciences.

6. Meal Pattern Requirements

- (a) To assure that meals are appealing, a minimum number of menu components are required for each meal.
 - (1) Casseroles cannot count as two items.
 - (2) Bread, condiments, and beverages do not count as components.
- (b) Breakfast, Lunch and Dinner meals are to comply with the following.
- (c) Breakfast meals must include a hot entrée three times per week.

Breakfast Option

- 1. Fruit or juice
- 2. Cereal or Entree
- 3. Side Dish
- Bread (as needed)
- Milk
- Condiments
(as appropriate)

Breakfast Entrée items may include eggs, meat, cheese, peanut butter pancakes, French toast, waffles, etc. -

Breakfast Side Dish may include fruit, potatoes, coffeecake, muffins, etc.

Lunch Option

1. Entrée
2. Side Dish
2. Side Dish
3. Dessert
- Bread
(as needed)
- Condiments
(as appropriate)
- Beverage

Dinner Option

1. Entrée
2. Side Dish
3. Side Dish
4. Side Dish
5. Dessert
- Bread
(as needed)
- Condiments
(as appropriate)
- Beverage

Lunch and Dinner Side Dish may include a variety of soups, starches, cooked vegetables, salads and chips.

7. Types of Meat Requirements

- (a) Pork and pork-derived products are not allowed on any menu in this facility.
- (b) An average of 4 ounces cooked weight meat or meat equivalent (Cheese, eggs, or peanut butter only) are to be provided daily.
- (c) Whole muscle meat items (such as chicken quarters) must be served at least 5 times in the 4-week menu cycle.
- (d) Ground meat items like taco filling, meat sauce for spaghetti, etc. should be made with (ground turkey OR ground beef OR a mixture of ground beef and turkey)
- (e) The use of granular soy as a meat replacement or enhancement is not permitted unless approved by Prison Administration.

8. Court Sack Meals

- (a) For approximately five (5) inmates and approximately 3 times per month sack meals for court are to be provided. These meals are (in place of or in addition to) regular inmate meals.
- (b) Court sack meals are to consist of:
 - Two sandwiches made with: 4 slices bread and 3-oz. meat and/or cheese
 - 2 p.c. condiments
 - Fresh fruit
 - Chips or dessert Item
 - Bulk beverage
- (c) Sack meals are to be billed at regular inmate rates

9. Work Release Sack Meals

- (a) For approximately fifteen (15) inmates, (five or seven) days per week sack meals are to be provided. These meals are (in place of) regular inmate meals.
- (b) Work Release sack meals are to consist of:
 - Two sandwiches made with: 4 slices bread and 3-oz. meat and/or cheese
 - 2 p.c. condiments
 - Fresh fruit
 - Chips
 - Dessert Item
 - Portion Pack Beverage at least 8 oz.
- (c) Sack meals are to be billed at regular inmate rates

10. Medical & Religious Diets

- (a) The Contractor shall provide, at no additional cost, religious and medical diets conforming to special religious or physician-ordered specifications.
- (b) Average number and type
 - (1) The average daily number of inmates receiving medical or religious diets has been approximately ten (10) including an average of five (5) night snack meals to inmates for medically approved diets.
 - (2) Ramadan could increase the number of religious diets.
 - (3) The most common medical and religious diet orders are: Common Fare, Diabetic, Muslim
- (c) Policies and Documentation Requirements
 - (1) The Contractor will submit with their proposal a sample of their correction's diet handbook.

11. Staff Meals

- (a) Staff should receive the same meals as inmates.
- (b) A salad option must be available to staff.

12. Holiday Meals

- (a) The Contractor shall include in the proposal their policies for serving special meals (spirit lifters) on holidays and other Prison administration sanctioned days.
- (b) Proposed menus and holidays shall be identified. A minimum of seven (7) spirit lifter meals shall be provided annually, including Easter, Memorial Day, Independence Day, Thanksgiving, Christmas, and New Year's holiday periods and one (1) meal to be scheduled at the discretion of the Warden's Office.
- (c) All such meals will be provided at contract rates.

13. Plan for Product Wholesomeness

- (a) Contractor will warranty that:
 - (1) All meat products will be purchased from suppliers using HACCP (Hazard Analysis Critical Control Point) programs
 - (2) All food items will be purchased from facilities and manufacturers that meet all applicable federal and state regulations for food safety, use only industry "best practices" to assure wholesomeness and maintain appropriate liability insurance on their products.
- (b) Contractor will provide a written procedure for verification of food safety and quality of "spot buys" (these are items purchased at a discount usually from a broker or distributor).
- (c) Contractor will include in the proposal its specific plan for maintaining safe and wholesome food in the facilities operated by this jurisdiction.

14. Documentation of meals served

- (a) Served Menu records -Substitution policy
 - (1) Documentation of all meals served including substitutions shall be maintained. A plan for assuring nutritional compliance with substitutions shall be provided in the proposal.
 - (2) The Contractor shall outline procedures used to assure all meals will be served at appropriate temperatures and in a manner, that makes them palatable, neat, and visibly pleasing.
- (b) Standardized recipes
 - (1) Standardized recipes with portion yield data for all items shall be available and utilized.

D. Staff Requirements

1. Staffing plan to provide adequate resources to meet objectives
 - (a) Assign a minimum of two (2) employees per shift to oversee and supervise all aspects of the food service operation.
 - (b) Inmates will be provided, as the Contractor requires, subject to the approval of the Warden or his/her designee, and availability.
 - (c) The Contractor shall submit a contingency plan in case inmate help is unavailable, such as in a lock-down, pandemic, or another unforeseen event.
 - (d) The Contractor will provide an organizational chart and job descriptions for all professional and inmate staff with their proposal including number of inmates required per shift. Inmate personnel shall be used for the preparation of food, delivery of meals, and general sanitation and cleaning.
 - (e) The Contractor agrees to train inmate personnel.
 - (f) The Contractor is responsible for all wages, salary benefits, and overtime payments to its staff.
 - (g) Copies of all documents required under Title 37 for contractor staff must be provided to Prison Administration (i.e. Serve Safe, health clearance)

2. Credentials of Contractor staff
 - (a) The Contractor shall submit the resume of the District Manager as a part of its proposal.
 - (b) The Contractor will include a description of the qualifications and resume of the Food Service Director/Manager they plan to place in the facility.

3. Employee related processes
 - (a) Health exams
Contractor will agree that its employees assigned to duty at the jail shall submit to periodic health examination at least as frequently and as stringently as required by law and agrees to submit satisfactory evidence of compliance with all health regulations to the County, upon request.
 - (b) Clearance requirements
All employees of the contracting firm who will work in the jail must be cleared by the Prison and Warden. All employees must comply with the Department's written policy and procedures relating to facility security.

4. Training of inmates
 - (a) If the proposal is to use inmates, the Contractor shall provide training in food service delivery and management. The proposal

shall outline what this training will entail as part of the Contractor's overall vocational training program.

(b) Inmates are not permitted to supervise other inmates.

5. Supervision & training of paid staff

(a) The Contractor shall provide training in food service delivery and management. The proposal shall outline what this training will entail as part of the Contractor's overall training program.

6. Responsibilities of Contractor's staff

(a) All proposals must clearly detail the proposed use of inmates as part of the Contractor's food service proposal. Included in this section shall be detailed explanation of method of supervision and job descriptions.

(b) This section shall also define the levels of Contractor staffing, their responsibilities, job descriptions, performance reviews, and overall approach to working with County employees.

E. Participation in Federal / State programs (include those that apply)

1. Commodities

(a) Contractor agrees to make the fullest use of the USDA donated commodities when they are available, wholesome, and appropriate for menu purposes. The Contractor reserves the right to refuse acceptance of any such commodities that are contaminated or in excessive amounts. The utilization/control of USDA donated commodities are subject to the following requirements:

(1) The Contractor will properly handle, store, and prepare all commodities.

(2) A weekly inventory shall be taken of all commodities by the Contractor. The report shall include for each USDA donated commodity, the commodities on hand at the beginning of the week, the quantity used, the quantity lost due to spoilage, theft, or shrinkage, and the balance at the end of the week.

(3) Commodities received will be used solely for the benefit of those persons in the jail.

(4) The Contractor shall credit to the County's invoice, the fair market value as determined by the USDA published rate, of each commodity item used for the period, deducting therefrom shipping and handling charges actually incurred.

2. ACA (American Correctional Association) and NCCH (National Commission on Correctional Healthcare) accreditation

(a) The County is not currently accredited by ACA and NCCH

- (b) If accredited:
 - (1) Contractor's proposal must demonstrate clear understanding of ACA and NCCH standards.
 - (2) References must include facilities where accreditation has been achieved

IX. CONTRACT REVIEW

Perry County and the Food Service Provider shall, within 30 days of execution of an agreement, set dates through the scheduled contract termination date for quarterly review meetings between the Warden or his/her designee and the Food Service Provider personnel for the evaluation and amendment, if necessary, of the Agreement.

The Warden or his/her designee and the Food Service Provider shall, within 30 days of execution of an agreement, formulate a monthly report form that will establish the basis for the quarterly review sessions.

The Contractor shall not assign this contract without the approval of the Perry County Board of Commissioners.

X. TERMINATION OF CONTRACT

- A. Termination for Cause: Perry County may terminate the contract at any time that the Contractor fails to carry out its provisions or to make substantial progress under the terms specified in the contract.
 - 1. Perry County shall provide the Contractor with sixty- (60) days written notice of conditions endangering performance. If after sixty (60) days written notice the Contractor fails to remedy the condition contained in the notice, Perry County shall issue an order to stop work immediately.
 - 2. Perry County shall be obligated to reimburse the Contractor only for those services rendered prior to the date of notice of termination, less any liquidation damages that may be assessed for non-performance.
- B. Unilateral Right to Terminate: Either party upon receipt of not less than one hundred and fifty (150) days written notice, may terminate the contract on a date certain prior to the end of the contract period without penalty to either party.
- C. Lack of Funds: Notwithstanding any other provisions of the contract, if the funds anticipated for the continued fulfillment of this contract are at any time not forthcoming, through the failure of the County government to appropriate funds, discontinuance or material alteration of the program under which funds were provided, Perry County shall have the right to terminate the contract without penalty by giving not less than ninety (90) days written notice documenting the lack of funding.

- D. Extension of Contract Period: The unit price stated in this Agreement shall be a firm price per meal effective January 1, 2025 through and including December 31, 2027. Perry County shall have the right to extend this contract for additional periods of twelve (12) months each provided written notice of the same is provided by the County to the Contractor ninety (90) days in advance of the applicable termination date. The price shall remain firm during each twelve (12) month extension period. The price shall not be decreased from the previous contract period. Any price increase shall be based on the annual average from January to December of the then existing contract year, and shall be based upon the consumer Price Index, All Urban Consumers (CPI-U) U.S. City Average, Food Away from Home Index, published by the U.S. Department of Labor (the "Index"). Such adjustments shall be calculated using a percentage in which the numerator is the Index for the month of June preceding the beginning of the new twelve (12) month period and the denominator which is the Index for the month of June preceding the beginning of the prior twelve (12) month period. The percentage shall be applied to the then current meal price to determine the price for the subsequent twelve (12) month period, and such until price shall be effective the first day of such twelve (12) month period.

By way of illustration: If the contract were ending December 31, 2024 the numerator would be 368.62 (June 2024 value) and the denominator would be 354.24 (June 2023 value) resulting in an increase of 4%. Formula below:

$$(368.62/354.24 = 1.04; 1.04 \times 100 = 104; 104 - 100 = 4\% \text{ increase})$$

XI. RESPONSIBILITY OF COUNTY

- A. The County Prison and/or County shall be responsible for and provide:
1. Accurate and timely orders for the number of meals to be served to inmates, correctional officers, and staff within two (2) hours of the time for meals to be served.
 2. Provide adequate ingress and egress to all production areas.
 3. Adequate heat, lights, ventilation, and all other utilities. Perry County shall provide local intercom and business telephone service to the Contractor at no charge. This telephone shall be used only for business-related calls.
 4. Extermination services and removal of trash and garbage from loading dock areas.
 5. General maintenance to the building structure including, but not limited to, the maintenance of gas, water, sewer, ventilation, lighting, air conditioning, refrigeration, duct work, floor coverings, and wall and ceiling surfaces. The county's maintenance does not include day-to-day cleaning operations in the kitchen area.
 6. Adequate preparation, storage, and holding equipment and maintenance for same.
 7. Adequate number of inmates for kitchen duties, if available.

8. Security, control, and limitation of inmate movement in, to, and from the food service area, including physical security of employees, suppliers, and other authorized visitors.
9. Maintain kitchen appliances and equipment in proper working order on an on-going basis
10. The County will provide consumable supplies when required by the Warden.

XII. COST SUMMARY

The cost per meal prepared shall be indicated on the bid summary form (Attachment A).

**ATTACHMENT A
BID SUMMARY FORM**

FOR

FOOD MANAGEMENT SERVICES

**PERRY COUNTY
INMATE FEEDING COST SUMMARY**

To: Perry County Commissioners
Perry County Prison Board
P.O. Box 37
New Bloomfield, Pennsylvania 17068

The undersigned, having carefully examined the specifications and instructions to bidders, and being familiar with the various requirements concerning the work, agree to furnish all materials and perform all work necessary in strict accordance with the Contract Documents for the consideration of the following amount:

BASE BID - Price per meal per serving will be:

Inmate and Staff* Meals

120 meals and above:	\$ _____	per meal
100-119 meals:	\$ _____	per meal
80-99 meals:	\$ _____	per meal
60-79 meals:	\$ _____	per meal
below 60 meals:	\$ _____	per meal

*Note: as per page 15 staff are to receive the same meals as inmates.

If written notice of the acceptance of the bid is mailed or delivered to the undersigned within sixty (60) days after the day set for the opening of this bid or at any other time thereafter before it is withdrawn, the undersigned shall execute and deliver the contract documents to the Owner in accordance with this bid as accepted, and will also furnish and deliver to the Owner the Performance Bond and Consent of Surety within seven (7) days after personal delivery or after deposit in the mail of the notification of acceptance of this bid.

Notice of acceptance, or request for additional information, may be addressed to the undersigned at the address set forth below.

The undersigned hereby declares that this bid is made without connection with any other person or persons making a bid for the same work and is without collusion or fraud.

Submitted by: _____

Signed by: _____

Title: _____

Address: _____

Phone: _____

Date: _____

When the bidder is a partnership:

_____ (SEAL)

_____ (SEAL)

_____ (SEAL)

_____ (SEAL)

When the bidder is a corporation:

(CORPORATE)

_____ (SEAL)

By:

President

ATTEST:

Secretary (Corporate Seal)

The _____ is a corporation
organized and existing under the laws of _____.

ATTACHMENT B

In further description of this proposal, we desire to submit sheets marked as follows:

Bidding under the name of: _____

Federal Employee Identification Number _____
which is (Check one of the following):

() Corporation, incorporated under the laws of the State of: _____ *

() Partnership, consisting of (List Partners)

() Assumed Name (Register No.) _____

AUTHORIZED SIGNATURE: _____

Printed or typed: _____

TITLE: _____

ADDRESS: _____

DATE: _____

TELEPHONE: _____

* A detailed and certified financial statement shall be submitted by all corporations.

ATTACHMENT D
INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid and in accordance with the Pennsylvania Antibid-Rigging Act, 73 P.S. 1611 et seq.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the Bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it very carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval, or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “Complementary Bid” as used in the Affidavit has the meaning commonly associated with the term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.
7. A person’s affidavit stating that the person has been convicted or found liable of any act prohibited by State or Federal law in any jurisdiction involving conspiracy or collusion with respect to bidding in any public contract within the last three (3) years does not prohibit a governmental agency from accepting a bid or awarding a contract to that person, but may be a ground for administration, suspension or debarment in the discretion of a governmental agency under the rules and regulations of that agency, or, in the case of a governmental agency with no administrative suspension or debarment regulations or procedures, may be a ground for consideration on the question whether such agency should decline to award the contract to that person on the basis of a lack of responsibility.

NON-COLLUSION AFFIDAVIT

Contract/Bid No. _____

State of: _____ :
 _____ : SS
 County of: _____ :

I state that I am _____ of _____
 (Title) (Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
5. _____ its affiliates, subsidiaries,
 (Firm)

officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal Law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

6. _____ has or has not been convicted or found liable for any act prohibited by State or Federal Law in any jurisdiction involving conspiracy or collusion with respect to bidding on any public contract within the last three (3) years.

I state that _____ understands
(Firm)

acknowledges that the above responsibilities are material and important, and will be relied on by the Owner in awarding the contract(s) for which this Bid is submitted. I understand and my firm understands that any mis-statement in this affidavit is and shall be treated as fraudulent concealment from the Owner of the true facts relating to the submission of bids for this contract.

Name

Company Position

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____
DAY OF _____, 20__

Notary Public

My Commission Expires:

INVITATION FOR BIDS

Notice is hereby given that sealed bids will be received by the Perry County Prison Board and Perry County Board of Commissioners at the Perry County Veterans Memorial Building, P. O, Box 37 New Bloomfield PA 17068, for the "Perry County Prison Food Management Services" until 4:00 P.M. EST on October 25, 2024. All bids so received shall be publicly opened and read on October 28, 2024 at 10:00 A.M.

Specifications, instructions, and bid forms will be furnished by the Perry County Commissioners by calling their offices at 717-582-5110 or visiting www.perryco.org

Bid security in an amount no less than 10% of the amount of the bid will be required in the form of cash, certified or cashier's check (draw on a bank authorized to do business in Pennsylvania), or satisfactory bid bond issued by a corporate surety authorized to do business in the Commonwealth of Pennsylvania, made payable to or naming as obligee Perry County.

A Performance Bond and Consent of Surety in an amount equal to 100% of the amount of the contract and issued by a corporate surety authorized to do business in the Commonwealth of Pennsylvania is required to be furnished by the successful bidder.

A mandatory pre-bid site visit will be held at the Perry County Prison, 300 S. Carlisle Street, New Bloomfield Pennsylvania, on October 1, 2024, at 9:00 A.M. The meeting is mandatory for all bidders. At the meeting a tour of all facilities will be conducted and bidders will have the opportunity to discuss bid specifications.

The Perry County Commissioners and Perry County Prison Board reserve the right to reject any or all bids and to waive any and all defects, errors, omissions, irregularities, or informalities in any bid.

Awards shall be made only to responsible bidders that possess the potential ability to perform successfully under the terms and conditions of this contract. Consideration shall be given to such matters as bidder integrity, compliance with public policy, record of past performance and financial and technical resources when determining responsibility.

Perry County Commissioners
Perry County Prison Board

Please publish the forgoing Invitation For Bids times in the legal section of your publication and send proof of publication together with your bill to the Perry County Commissioners, P.O. 37 New Bloomfield PA 17068. Thank you.

Perry County Prison- Bulk Menu

Week 4

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Breakfast		Breakfast		Breakfast		Breakfast		Breakfast		Breakfast		Breakfast	
Cold Cereal	2oz	Egg Omelet	2oz	Cold Cereal	2oz	Oatmeal	8oz	Pancakes	3ea	Cold Cereal	2oz	Cold Cereal	2oz
Danish	1ea	Bread	2sl	Danish	1ea	Brown Sugar	1oz	Turkey-Sausage	2oz	Danish	1ea	Danish	1ea
Bread	2sl	Banana	1/2ea	Bread	2sl	Muffin	1ea	Banana	1/2ea	Bread	2sl	Bread	2sl
Fruit	4oz	Drink	8oz	Fruit	4oz	Bread	2sl	Drink	8oz	Fruit	4oz	Fruit	4oz
Drink	8oz	Milk	8oz	Drink	8oz	Juice	4oz	Milk	8oz	Drink	8oz	Drink	8oz
Milk	8oz	Jelly	2pc	Milk	8oz	Drink	8oz	Syrup	2pc	Milk	8oz	Milk	8oz
Jelly	2pc			Jelly	2pc	Milk	8oz			Jelly	2pc	Jelly	2pc
						Jelly	2pc						
Lunch		Lunch		Lunch		Lunch		Lunch		Lunch		Lunch	
Turkey	3oz	Hamburger	4oz	Chicken Patty	1ea	Hot Dog	2ea	Grilled Cheese	1ea	Fish Sticks	4oz	Chicken Salad	4oz
American Cheese	1sl	American Cheese	1sl	American Cheese	1sl	HD Bun	2ea	American Cheese	2sl	Macaroni & Cheese	8oz	Potato Wedges	8oz
Bread	2sl	Bun	1ea	Hash Browns	8oz	French Fries	8oz	Bread	2sl	Coleslaw	4oz	Three Bean Salad	4oz
Pasta Salad	8oz	Soup	8oz	Carrots	4oz	Baked Beans	4oz	Green Beans	4oz	Bread	2sl	Bread	2sl
Corn Chips	1oz	Potato Chips	1oz	Bread	2sl	Drink	8oz	Soup	8oz	Drink	8oz	Drink	8oz
Drink	8oz	Drink	8oz	Drink	8oz	Mustard/Ketchup	2ea	Drink	8oz	Margarine	2ea	Ketchup	1pc
Mayo	1pc	Ketchup	1pc	Ketchup	2pc	Fruit	4oz	Crackers	2pk	Tartar Sauce	1pc	Cake	1sl
Cake	1sl	Crackers	2pk	Pudding	4oz			Cookie	2ea	Fruit	4oz		
		Fruit	4oz										
Dinner		Dinner		Dinner		Dinner		Dinner		Dinner		Dinner	
Beef Bean Burrito	4oz	Chicken & Gravy	6oz	Glazed Meatloaf	4oz	Creamed Turkey	6oz	Pulled BBQ Chicken	4oz	Ground Beef	4oz	Sic. Turkey-Ham	4oz
Rice	8oz	Mashed Potatoes	8oz	Buttered Noodles	8oz	Diced Potatoes	8oz	Cheesy Potatoes	8oz	elbow mac	8oz	Sweet Potatoes	8oz
Salsa	1oz	Mixed Vegetables	4oz	Tossed Salad	1c	Peas	4oz	Broccoli	4oz	Sauce	3oz	Green Beans	4oz
Corn	4oz	Bread	2sl	Bread	2sl	Bread	2sl	Bread	2sl	Tossed Salad	1c	Bread	2sl
Bread	2sl	Drink	8oz	Drink	8oz	Drink	8oz	Drink	8oz	Bread	2sl	Drink	8oz
Drink	8oz	Margarine	2ea	Margarine	2ea	Margarine	2ea	Margarine	2ea	Drink	8oz	Margarine	2ea
Margarine	2ea	Cookie	2ea	Dressing	1oz	Cake	1sl	Fruit	4oz	Margarine	2ea	Fruit	4oz
Fruit	4oz			Fruit	4oz					Dressing	1oz		
										Pudding	4oz		
CALORIES		2800		2900		3270		2850		3280		2940	

Perry County Prison- Bulk Menu

Week 3

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Breakfast		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
Cold Cereal	2oz	Turkey-Sausage 2oz	Cold Cereal 2oz	Turkey-Sausage 2oz	Oatmeal 8oz	Cold Cereal 2oz	Cold Cereal 2oz
Danish	1ea	Scrambled Eggs 2oz	Danish 1ea	Egg Patty 1ea	Brown Sugar 1oz	Danish 1ea	Danish 1ea
Bread	2sl	Hash Brown 1ea	Bread 2sl	English Muffin 1ea	Danish 1ea	Bread 2sl	Bread 2sl
Fruit	4oz	Bread 2sl	Fruit 4oz	Fruit 4oz	Bread 2sl	Fruit 4oz	Fruit 4oz
Drink	8oz	Juice 4oz	Drink 8oz	Drink 8oz	Fruit 4oz	Drink 8oz	Drink 8oz
Milk	8oz	Milk 8oz	Milk 8oz	Milk 8oz	Drink 8oz	Milk 8oz	Milk 8oz
Jelly	2pc	Drink 8oz	Jelly 2pc	Ketchup 1pc	Milk 8oz	Jelly 2pc	Jelly 2pc
		Ketchup 2pc			Jelly 2pc		
		Jelly 2pc					
Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
Tuna Salad	4oz	Chicken Patty 1ea	Fish Sticks 4oz	Pizza 2ea	Grilled Cheese 1ea	Sloppy Joe 4oz	Hot Dog 2ea
Bread	2sl	American Cheese 1sl	Macaroni & Cheese 8oz	Pasta Salad 8oz	American Cheese 2sl	Bun 1ea	HD Bun 2ea
Soup	8oz	Bread 2sl	Coleslaw 4oz	Tossed Salad 1c	Bread 2sl	Potato Wedges 8oz	Macaroni Salad 8oz
Potato Chips	1oz	French Fries 8oz	Bread 2sl	Drink 8oz	Soup 8oz	Mixed Vegetables 4oz	Potato Chips 1oz
Drink	8oz	Green Beans 4oz	Drink 8oz	Dressing 1oz	Fruit 4oz	Drink 8oz	Drink 8oz
Crackers	2pk	Drink 8oz	Margarine 2ea	Fruit 4oz	Drink 8oz	Ketchup 1pc	Mustard 2pc
Cookie	2ea	Ketchup 2pc	Tartar Sauce 1ea	Crackers 2pk	Crackers 2pk	Fruit 4oz	Cookie 2ea
		Fruit 4oz	Pudding 4oz		Cake 1sl		
Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
Chopped Steak	4oz	Meat sauce 4oz	Taco Meat 4oz	Turkey w/ Gravy 6oz	Hamburger 4oz	Glz. Turkey-Ham 4oz	Meatballs 4oz
Gravy	2oz	Pasta 12oz	Shredded Cheese 1oz	Mashed Potatoes 8oz	American Cheese 1sl	Sweet Potatoes 8oz	Gravy 2oz
Buttered Potatoes	8oz	Tossed Salad 1c	Tortilla Chips 1oz	Carrots 4oz	Bun 1ea	Green Beans 4oz	Buttered Rice 8oz
Broccoli	4oz	Bread 2sl	Salsa 2oz	Bread 2sl	Hash Browns 8oz	Bread 2sl	Peas 4oz
Bread	2sl	Drink 8oz	Rice 8oz	Drink 8oz	Baked Beans 4oz	Drink 8oz	Bread 2sl
Drink	8oz	Dressing 1oz	Corn 4oz	Margarine 2ea	Drink 8oz	Margarine 2ea	Drink 8oz
Margarine	2ea	Margarine 2ea	Drink 8oz	Cookie 2ea	Ketchup 2pc	Pudding 4oz	Margarine 2ea
Fruit	4oz	Cake 1sl	Fruit 4oz		Fruit 4oz		Fruit 4oz
CALORIES	2990	2960	3340	2830	2990	2990	3500

Perry County Prison- Bulk Menu

Week 2

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
Breakfast		Breakfast		Breakfast		Breakfast		Breakfast		Breakfast		Breakfast	
Cold Cereal	2oz	Waffles	3ea	Cold Cereal	2oz	Eggs	2oz	Oatmeal	8oz	Cold Cereal	2oz	Cold Cereal	2oz
Danish	1ea	Turkey-Sausage	2oz	Danish	1ea	Turkey-Sausage	2oz	Brown Sugar	1oz	Danish	1ea	Danish	1ea
Bread	2sl	Banana	1/2ea	Bread	2sl	Bread	2sl	Danish	1ea	Bread	2sl	Bread	2sl
Fruit	4oz	Drink	8oz	Fruit	4oz	Drink	8oz	Bread	2sl	Fruit	4oz	Fruit	4oz
Drink	8oz	Milk	8oz	Drink	8oz	Juice	4oz	Fruit	4oz	Drink	8oz	Drink	8oz
Milk	8oz	Syrup	2pc	Milk	8oz	Milk	8oz	Drink	8oz	Milk	8oz	Milk	8oz
Jelly	2pc	Margarine	2ea	Jelly	2pc	Jelly	2pc	Milk	8oz	Jelly	2pc	Jelly	2pc
						Ketchup	1pc	Jelly	2pc			Jelly	2pc
Lunch		Lunch		Lunch		Lunch		Lunch		Lunch		Lunch	
Turkey-Ham	3oz	Chicken Patty	1ea	Meatball Hoagie	4oz	Chicken Salad	4oz	Hamburger	4oz	Chili	8oz	Chicken Nuggets	4oz
American Cheese	1sl	American Cheese	1sl	Spaghetti Sauce	2oz	Bread	2sl	American Cheese	1sl	Rice	8oz	French Fries	8oz
Bread	2sl	Bun	1ea	Mozzarella	.5oz	Soup	8oz	Bun	1ea	Tossed Salad	1c	Baked Beans	4oz
Soup	8oz	Macaroni Salad	8oz	HD Bun	1ea	Potato Chips	1oz	Potato Salad	4oz	Corn Bread	1ea	Drink	8oz
Potato Chips	1oz	Com Chips	1oz	Mixed Vegetables	4oz	Drink	8oz	Peas	4oz	Drink	8oz	Ketchup	2pc
Mustard	1pc	Drink	8oz	Pasta Salad	8oz	Crackers	2pk	Drink	8oz	Dressing	1oz	Pudding	4oz
Crackers	2pk	Mayo	1pc	Drink	8oz	Fruit	4oz	Ketchup	1pc	Margarine	1ea	Bread	2sl
Pudding	4oz	Fruit	4oz	Cake	1sl			Cookie	2ea	Fruit	4oz	Margarine	2ea
Dinner		Dinner		Dinner		Dinner		Dinner		Dinner		Dinner	
Ground Beef	4oz	Turkey-Ham	4oz	Turkey & Gravy	8oz	Beef, Bean Burrito	4oz	Chicken Parm	1ea	Country Fried Stee	1ea	Meatloaf	4oz
Elbow Mac	8oz	Green Beans	4oz	Buttered Noodles	12oz	Rice	8oz	Penne Pasta	12oz	Country Gravy	2oz	Gravy	2oz
Sauce	3oz	Potatoes	4oz	Tossed Salad	1c	Salsa	1oz	Spaghetti Sauce	4oz	Buttered Potatoes	8oz	Washed Potatoes	8oz
Tossed Salad	1c	Bread	2sl	Bread	2sl	Corn	4oz	Tossed Salad	1c	Carrots	4oz	Peas	4oz
Bread	2sl	Drink	8oz	Drink	8oz	Bread	2sl	Bread	2sl	Bread	2sl	Bread	2sl
Drink	8oz	Margarine	2ea	Margarine	2ea	Drink	8oz	Drink	8oz	Drink	8oz	Drink	8oz
Margarine	2ea	Cookie	2ea	Dressing	1oz	Margarine	2ea	Dressing	1oz	Margarine	2ea	Margarine	2ea
Dressing	1oz			Fruit	4oz	Pudding	4oz	Margarine	2ea	Cake	1sl	Margarine	2ea
Fruit	4oz							Fruit	4oz			Fruit	4oz
CALORIES	2900	3170	3250	2980	3180	3260	3240						

