

## **STATEMENT OF WORK: NORTHERN REGION NEW JERSEY NATIONAL GUARD CATERED MEALS BPA**

### **I. References:**

- a. AR 30-22, The Army Food Program
- b. DA PAM 30-33, Operating Procedures for the Army Food Program
- c. AR 40-25, Nutrition Standards and Education
- d. FDA Food Code, dated 2013
- e. USDA Choose MyPlate.gov
- f. TB MED 530

- II. Project Scope: Provide high quality (Delivered) catered meals in support of the New Jersey Army National Guard. Requirement includes a combination of daily, hot breakfast, hot or cold lunch and hot dinner meals. The daily menu will be in accordance with the above references and industry standard, commercial restaurant menu guidelines. The vendor will follow the required menu outlines which will include required components for a nutritionally balanced meal that contain wholesome and nutritious products, and follow the USDA Choose My Plate guidelines. The vendor will follow and be in compliance at all times with food sanitation and food safety guidelines found in the FDA Food Code dated 2013.

### **III. Breakfast menus will consist of the following:**

1. Choose one for 100% of headcount:
  - Breakfast casserole entrée: 8 oz./serving
  - Scrambled eggs: 6-7 oz./serving
2. Vendor choice for 100% of headcount:
  - Bacon: 3 piece/serving
  - Ham: 4 oz./serving
  - Sausage Patty/Links: 4 oz./serving
  - Turkey Sausage: 4 oz./serving
  - Creamed Gravy: 8 oz./serving with appropriate bread product

**\*\*The breakfast meat must be rotated every four days\*\***

3. Vendor choice for 100% of headcount:
  - Pancakes: 2/serving
  - French toast: 2/serving
  - Waffles: 2/serving
  - Coffee Cake: 1/serving
  - English Muffins: 1/serving
  - Biscuits: 1/serving
  - Bagels: 1/serving

**\*\*In addition to bread choice above, there must always be a variety of both white and wheat sliced sandwich bread for breakfast toast available\*\***

4. Vendor choice for 50% of headcount for each item listed below:

- Fresh fruit (bananas, apples, and oranges)
- Hot and Cold Cereal assortment
- Assorted individual yogurt: 6-8 oz./serving

5. Milk must be 1%, a variety of white and chocolate (8 oz. servings) for 100% of the headcount.

6. Orange juice must be offered at every breakfast meal (8 oz. servings) for 100% of the headcount.

7. Hot coffee and hot water 10 oz. /serving, individual hot chocolate packets, and individual tea bags for 60% of the headcount.

#### IV. Lunch menu will consist of the following:

A. Cold lunch meals will consist of a portable to-go type meal. Lunches will be prepared same day as delivery. All to-go meals will consist of the following:

1. Cold sandwich variety for 100% of the headcount:

- Variety of bread/tortilla/wrap
- 6 oz. meat/serving
- Romaine/ spinach/ spring lettuce
- Tomato
- Cheese: 1/serving
- Individual condiments (mayonnaise & mustard)

\*\*Two peanut butter & jelly sandwiches may be substituted for one meat sandwich

2. Starch variety for 100% of the headcount:

- Single serve chips
- Single serve potato salad
- Packaged crackers
- Granola/oatmeal bar
- Mixed nuts/trail mix
- Pretzels
- Popcorn

3. Vendor choice for 75% of the headcount:

- Fresh fruit (bananas, apples, and oranges)
- Fruit cup/individual applesauce: 6 oz.

4. Vendor choice for 100% of the headcount:

- Bottled water
- Gatorade
- Fruit drink

B. Hot Lunch meals will consist of the following:

1. Vendor choice for 100% of the headcount for each item listed below:

- Protein (beef, chicken, pork, fish): 6-7 oz./serving
  - Starch (potatoes, rice, noodles): 6 oz./serving
  - Cooked vegetables: 8 oz./serving
  - Salad (green leafy): 2 c./serving
  - Bread product (sliced bread, dinner rolls): 1 slice/serving
2. Vendor choice for 75% of the headcount:
    - Fresh fruit (bananas, apples, and oranges)
    - Fruit cup/individual applesauce: 6 oz.
  3. Vendor choice for 100% of the headcount:
    - Bottled water
    - Gatorade
    - Fruit drink

V. Dinner meals will consist of the following:

1. Vendor choice for 100% of the headcount for each item listed below:
    - Protein (beef, chicken, pork, fish): 6-7 oz./serving
    - Starch (potatoes, rice, noodles): 6 oz./serving
    - Cooked vegetables: 8 oz./serving
    - Salad (green leafy): 2 c./serving
    - Bread product (sliced bread, dinner rolls): 1 slice/serving
  2. Vendor choice for 75% of the headcount:
    - Fresh fruit (bananas, apples, and oranges)
    - Fruit cup/individual applesauce: 6 oz.
  3. Desserts must be a variety of cookies, pie, cakes, brownies, apple/cherry crisp or like items: one serving per plate per diner meal
  4. Vendor choice for 100% of the headcount:
    - Bottled water
    - Gatorade
    - Fruit drink
  5. Hot coffee and hot water 10 oz. /serving, individual hot chocolate packets, and individual tea bags for 60% of the headcount.
- VI. All meals must have the required condiments that complement the specific meal/items in the meal. These condiments must be single serve items (i.e. salt, pepper, and salt substitute, a variety of salad dressings, individual butter, sugar, creamers, hot sauce, BBQ sauce, ketchup, mustard, and mayonnaise).
- VII. Vendor shall be responsible for providing single service paper plates, eating utensils disposable hot and cold drinking cups, and paper napkins and associated single service condiments that complement the meal for all meals.

- VIII. Meals may NOT be served buffet and/or full service style.
- IX. Vendor shall prepare meals in a certified kitchen and shall possess all appropriate and applicable cities, county and state licenses and permits to prepare and serve food.
- X. Contract performance shall be subject to food and health inspections from the appropriate department of the city, county, state and federal agency where food is being prepared and served for the duration of contract performance.
- XI. Vendor shall accommodate personnel requiring special meals due to food allergies or religious practices when identified at the onset of the order.
- XII. Cost of catered meals shall include all costs associated with transporting and preparation. Gratuity is prohibited.
- XIII. If refrigerated or warming units/equipment is not utilized for proper temperature storage of food and to serve meals and drinks, the vendor shall provide sufficient quantities of ice and/or adequate equipment necessary to maintain temperatures for the proper storage/serving of food and drinks.
- XIV. Items NOT allowed on the MENU are as follows: Carbonated Beverages, Pizza, Salads used as main entrée, Breakfast Bagel bar, Taco bar, candy bars, candy, Fish sandwiches, Chicken Sandwiches, and pre-packaged lunch or breakfast sandwiches.
- XV. Vendor shall be responsible to identify and cook Potentially Hazardous Food (PHF) until proper internal cooking temperatures have been reached IAW the FDA Food Code dated 2013, and provide the means to properly hold hot food at 135-140 degrees during transportation and during serving of the meal. Vendor must keep cold foods that need to be served or held at 41-35 degrees during transportation and serving of meal as per the FDA Food Code dated 2013.
- XVI. Requirements/Evaluation Factors for Catered Meals:

The below are guidelines the vendor shall use to purchase the quality of food that is required for the raw subsistence that is used to prepare the government meals.

1. Beef: USDA Choice minimum required grade. Ground beef 90% lean/fat ratio.
2. Poultry: USDA Choice Grade A minimum required grade.
3. Pork: USDA #1, Select 1 minimum required grade.
4. Variety Meats & Sausage: USDA #1 minimum grade /brand required for all products and all products must be processed in USDA-Certified Facilities.
5. Eggs: USDA AA Grade; size large minimum required grade/brand for all egg and egg products.
6. Frozen Foods: Fancy Grade 1 minimum required grade/brand for all frozen vegetables.
7. Produce: USDA #1 minimum grade/brand required for all fresh produce.
8. Canned Fruits/Juices: Grade A Choice Fruit minimum required grade.
9. Allergens – Effective January 1, 2006, the Food Allergen Labeling and Consumer Protection Act (FALCPA) requires that the 8 major food allergens be listed in simple

language (e.g. “milk” instead of “casein”) on all packaged food. The eight (8) major food allergens identified by FALCPA are:

- Milk
- Eggs
- Fish (e.g. Bass, flounder, Cod)
- Crustacean shellfish (e.g. Crab, Lobster, shrimp)
- Tree nuts (e.g. almonds, walnuts, pecans)
- Peanuts
- Wheat
- Soybeans

- XVII. Menu items, recipes and food products selected for use by the vendor will have food allergens removed to the fullest extent as possible. The vendor shall be held liable if food allergens are not identified and or removed prior to meal consumption.
- XVIII. New Jersey Army National Guard serving times for the above periods will be subject to change pending the Units training schedule and unforeseen training events.
- XIX. The government shall be required to give the vendor a minimum of 24 hours’ notice of any headcount or time changes prior to the first meal served on any date.
- XX. Unit point of contact will coordinate directly with the awarded vendor to discuss delivery times, delivery address, and verify the headcount. The unit point of contact is not permitted to make any other changes to the contracted items.

# NORTHERN REGION NJARNG

LOCATION	ADDRESS	UNIT	Kitchen Y/N	Head Count
Morristown	430 Western Ave, Morristown	HHB 3-112th Field Artillery Regiment	Y	50
		A-Battery 3-112th Field Artillery		25
		F-Co 250th Brigade Support Battalion		60
Riverdale	107 Newark-Pompton Turnpike, Riverdale	HHC 2-113th Infantry Battalion	Y	95
Dover	479 West Clinton Street, Dover	A-Troop 1-102 Cavalry		70
Port Muray	550 NJ-57 Port Murray	HHC 104th Brigade Engineer Battalion	Y	56
		E-Co 250th Brigade Support Battalion		80
West Orange	1315 Pleasant Valley Way, West Orange	B-Troop 1-102D Cavalry	Y	70
		A-Co 104th Brigade Engineer Battalion		74
		D-Co 104th Brigade Support Battalion		55
Teaneck	1799 Teaneck Road, Teaneck	HHC 250th Brigade Support Battalion	Y	45
		A-Co 250th Brigade Support Battalion		60
		H-Co 250th Brigade Support Battalion		65
		508th Military Police Company		115
Picatinny Arsenal	213 NJ-15, Wharton	143D Transportation Company	N	60
Newark	120 RosevilleAve, Newark	A-Co 2-113th Infantry Battalion		125
Jersey City	678 Montgomery St Jersey City	C-Co 250th Brigade Support Battalion	Y	45
		B-Co 2-113th Infantry Battalion		40
		D-Co 2-113th Infantry Battalion		95
Hacketstown	901 Willow Grove Street	C-Troop 1-102 Cavalry		45