

# COUNTY OF FRESNO

## REQUEST FOR PROPOSAL

**NUMBER: 952-5365**

### MEAL SERVICE - FRESNO COUNTY JAIL AND JUVENILE JUSTICE CAMPUS

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Issue Date: July 8, 2015

Closing Date: AUGUST 20, 2015

Proposal will be considered LATE when the official Purchasing time clock reads 2:00 P.M.

Questions regarding this RFP should be directed to: Nick Chin,  
phone (559) 600-7113 or e-mail [nchin@co.fresno.ca.us](mailto:nchin@co.fresno.ca.us).

Check County of Fresno Purchasing's Open Solicitations  
website at <https://www2.co.fresno.ca.us/0440/Bids/BidsHome.aspx>  
for RFP documents and changes.

Please submit all Proposals to:

County of Fresno - Purchasing  
4525 E. Hamilton Avenue, 2<sup>nd</sup> Floor  
Fresno, CA 93702-4599

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#### BIDDER TO COMPLETE

UNDERSIGNED AGREES TO FURNISH THE COMMODITY OR SERVICE STIPULATED IN THE ATTACHED PROPOSAL  
SCHEDULE AT THE PRICES AND TERMS STATED, SUBJECT TO THE "COUNTY OF FRESNO PURCHASING STANDARD  
INSTRUCTIONS AND CONDITIONS FOR REQUEST FOR PROPOSALS (RFP'S)" ATTACHED.

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COMPANY

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ADDRESS

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CITY

STATE

ZIP CODE

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( )

( )

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

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SIGNED BY

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PRINT NAME

TITLE

**COUNTY OF FRESNO PURCHASING**  
**STANDARD INSTRUCTIONS AND CONDITIONS FOR**  
**REQUESTS FOR PROPOSALS (RFP'S) AND REQUESTS FOR QUOTATIONS (RFQ'S)**

Note: the reference to "bids" in the following paragraphs applies to RFP's and RFQ's

**GENERAL CONDITIONS**

By submitting a bid the bidder agrees to the following conditions. These conditions will apply to all subsequent purchases based on this bid.

**1. BID PREPARATION:**

- A) All prices and notations must be typed or written in ink. No erasures permitted. Errors may be crossed out, initialed and corrections printed in ink by person signing bid.
- B) Brand Names: Brand names and numbers when given are for reference. Equal items will be considered, provided the offer clearly describes the article and how it differs from that specified. In the absence of such information it shall be understood the offering is exactly as specified.
- C) State brand or make of each item. If bidding on other than specified, state make, model and brand being bid and attach supporting literature/specifications to the bid.
- D) Bid on each item separately. Prices should be stated in units specified herein. All applicable charges must be quoted; charges on invoice not quoted herein will be disallowed.
- E) Time of delivery is a part of the consideration and must be stated in definite terms and must be adhered to. F.O.B. Point shall be destination or freight charges must be stated.
- F) All bids must be dated and signed with the firm's name and by an authorized officer or employee.
- G) Unless otherwise noted, prices shall be firm for one hundred eighty (180) days after closing date of bid.

**2. SUBMITTING BIDS:**

- A) Each bid must be submitted on forms provided in a sealed envelope/package with bid number and closing date and time on the outside of the envelope/package.
- B) Interpretation: Should any discrepancies or omissions be found in the bid specifications or doubt as to their meaning, the bidder shall notify the Buyer in writing at once. The County shall not be held responsible for verbal interpretations. Questions regarding the bid must be received by Purchasing stated within this document. All addenda issued shall be in writing, duly issued by Purchasing and incorporated into the contract.
- C) **ISSUING AGENT/AUTHORIZED CONTACT:** This RFP/RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFP/RFQ, its content, and all issues concerning it.

All communication regarding this RFP/RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFP/RFQ is identified on the cover page, along with his or her telephone number, and he or she should be the primary point of

contact for discussions or information pertaining to the RFP/RFQ. Contact with any other County representative, including elected officials, for the purpose of discussing this RFP/RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFP/RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

- D) Bids received after the closing time will NOT be considered.
- E) Bidders are to bid what is specified or requested first. If unable to or unwilling to, bidder may bid alternative or option, indicating all advantages, disadvantages and their associated cost.

**3. FAILURE TO BID:**

- A) If not bidding, return bid sheet and state reason for no bid or your name may be removed from mailing list.

**4. TAXES, CHARGES AND EXTRAS:**

- A) County of Fresno is subject to California sales and/or use tax (8.225%). Please indicate as a separate line item if applicable.
- B) **DO NOT** include Federal Excise Tax. County is exempt under Registration No. 94-73-03401-K.
- C) County is exempt from Federal Transportation Tax. Exemption certificate is not required where shipping papers show consignee as County of Fresno.
- D) Charges for transportation, containers, packing, etc. will not be paid unless specified in bid.

**5. W-9 – REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION & CALIFORNIA FORM 590 WITHHOLDING EXEMPTION CERTIFICATE:**

Upon award of bid, the vendor shall submit to County Purchasing, a completed IRS Form W-9 - Request for Taxpayer Identification Number and

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Certification and a California Form 590 Withholding Exemption Certificate if not currently a County of Fresno approved vendor.

### 6. AWARDS:

- A) Award(s) will be made to the most responsive responsible bidder; however, the Fresno County Local Vendor Preference and/or the Disabled Veteran Business Enterprise Preference shall take precedence when applicable. Said Preferences apply only to Request for Quotations for materials, equipment and/or supplies only (no services); the preference do not apply to Request for Proposals. RFQ evaluations will include such things as life-cycle cost, availability, delivery costs and whose product and/or service is deemed to be in the best interest of the County. The County shall be the sole judge in making such determination.
- B) Unless bidder gives notice of all-or-none award in bid, County may accept any item, group of items or on the basis of total bid.
- C) The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.
- D) Award Notices are tentative: Acceptance of an offer made in response to this RFP/RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.
- E) After award, all bids shall be open to public inspection. The County assumes no responsibility for the confidentiality of information offered in a bid.

### 7. TIE BIDS:

All other factors being equal, the contract shall be awarded to the Fresno County vendor or, if neither or both are Fresno County vendors, it may be awarded by the flip of a coin in the presence of witnesses or the entire bid may be rejected and re-bid. If the General Requirements of the RFQ state that they are applicable, the provisions of the Fresno County Local Vendor Preference shall take priority over this paragraph.

### 8. PATENT INDEMNITY:

The vendor shall hold the County, its officers, agents and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with this bid.

### 9. SAMPLES:

Samples, when required, must be furnished and delivered free and, if not destroyed by tests, will upon written request (within thirty (30) days of bid closing date) be returned at the bidder's expense. In the absence of such notification, County shall have the right to dispose of the samples in whatever manner it deems appropriate.

### 10. RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT:

- A) In case of default by vendor, the County may procure the articles or service from another source and may recover the cost difference and related expenses occasioned thereby from any unpaid balance due the vendor or by proceeding against performance bond of the vendor, if any, or by suit against the vendor. The prices paid by the County shall be considered the prevailing market price at the time such purchase is made.
- B) Articles or services, which upon delivery inspection do not meet specifications, will be rejected and the vendor will be considered in

default. Vendor shall reimburse County for expenses related to delivery of non-specified goods or services.

- C) Regardless of F.O.B. point, vendor agrees to bear all risks of loss, injury or destruction to goods and materials ordered herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

### 11. DISCOUNTS:

Terms of less than fifteen (15) days for cash payment will be considered as net in evaluating this bid. A discount for payment within fifteen (15) days or more will be considered in determining the award of bid. Discount period will commence either the later of delivery or receipt of invoice by the County. Standard terms are Net forty-five (45) days.

### 12. SPECIAL CONDITIONS IN BID SCHEDULE SUPERSEDE GENERAL CONDITIONS:

The "General Conditions" provisions of this RFP/RFQ shall be superseded if in conflict with any other section of this bid, to the extent of any such conflict.

### 13. SPECIAL REQUIREMENT:

With the invoice or within twenty-five (25) days of delivery, the seller must provide to the County a Material Safety Data Sheet for each product, which contains any substance on "The List of 800 Hazardous Substances", published by the State Director of Industrial Relations. (See Hazardous Substances Information and Training Act, California State Labor Code Sections 6360 through 6399.7.)

### 14. RECYCLED PRODUCTS/MATERIALS:

Vendors are encouraged to provide and quote (with documentation) recycled or recyclable products/materials which meet stated specifications.

### 15. YEAR COMPLIANCE WARRANTY:

Vendor warrants that any product furnished pursuant to this Agreement/order shall support a four-digit year format and be able to accurately process date and time data from, into and between the twentieth and twenty-first centuries, as well as leap year calculations. "Product" shall include, without limitation, any piece or component of equipment, hardware, firmware, middleware, custom or commercial software, or internal components or subroutines therein. This warranty shall survive termination or expiration of this Agreement.

In the event of any decrease in product functionality or accuracy related to time and/or date data related codes and/or internal subroutines that impede the product from operating correctly using dates beyond December 31, 1999, vendor shall restore or repair the product to the same level of functionality as warranted herein, so as to minimize interruption to County's ongoing business process, time being of the essence. In the event that such warranty compliance requires the acquisition of additional programs, the expense for any such associated or additional acquisitions, which may be required, including, without limitation, data conversion tools, shall be borne exclusively by vendor. Nothing in this warranty shall be construed to limit any rights or remedies the County may otherwise have under this Agreement with respect to defects other than year performance.

### 16. PARTICIPATION:

Bidder may agree to extend the terms of the resulting contract to other political subdivision, municipalities and tax-supported agencies.

Such participating Governmental bodies shall make purchases in their own name, make payment directly to bidder, and be liable directly to the bidder, holding the County of Fresno harmless.

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### 17. CONFIDENTIALITY:

All services performed by vendor shall be in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code, California Welfare and Institutions Code, Health and Safety Code, California Code of Regulations, Code of Federal Regulations.

Vendor shall submit to County's monitoring of said compliance.

Vendor may be a business associate of County, as that term is defined in the "Privacy Rule" enacted by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). As a HIPAA Business Associate, vendor may use or disclose protected health information ("PHI") to perform functions, activities or services for or on behalf of County as specified by the County, provided that such use or disclosure shall not violate HIPAA and its implementing regulations. The uses and disclosures of PHI may not be more expansive than those applicable to County, as the "Covered Entity" under HIPAA's Privacy Rule, except as authorized for management, administrative or legal responsibilities of the Business Associate.

Vendor shall not use or further disclose PHI other than as permitted or required by the County, or as required by law without written notice to the County.

Vendor shall ensure that any agent, including any subcontractor, to which vendor provides PHI received from, or created or received by the vendor on behalf of County, shall comply with the same restrictions and conditions with respect to such information.

### 18. APPEALS:

Appeals must be submitted in writing within seven (7) working days after notification of proposed recommendations for award. A "Notice of Award" is not an indication of County's acceptance of an offer made in response to this RFP/RFQ. Appeals should be submitted to County of Fresno Purchasing, 4525 E. Hamilton Avenue, Fresno, California 93702-4599. Appeals should address only areas regarding RFP contradictions, procurement errors, quotation rating discrepancies, legality of procurement context, conflict of interest, and inappropriate or unfair competitive procurement grievance regarding the RFP/RFQ process.

Purchasing will provide a written response to the complainant within seven (7) working days unless the complainant is notified more time is required.

If the protesting bidder is not satisfied with the decision of Purchasing, he/she shall have the right to appeal to the Purchasing Agent/CAO within seven (7) working days after Purchasing's notification; except if, notified to appeal directly to the Board of Supervisors at the scheduled date and time.

If the protesting bidder is not satisfied with Purchasing Agent/CAO's decision, the final appeal is with the Board of Supervisors.

### 19. OBLIGATIONS OF CONTRACTOR:

- A) CONTRACTOR shall perform as required by the ensuing contract. CONTRACTOR also warrants on behalf of itself and all subcontractors engaged for the performance of the ensuing contract that only persons authorized to work in the United States pursuant to the Immigration Reform and Control Act of 1986 and other applicable laws shall be employed in the performance of the work hereunder.
- B) CONTRACTOR shall obey all Federal, State, local and special district laws, ordinances and regulations.

### 20. AUDITS & RETENTION:

The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three (3) years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

### 21. DISCLOSURE – CRIMINAL HISTORY & CIVIL ACTIONS:

Applies to Request for Proposal (RFP); does not apply to Request for Quotation (RFQ) unless specifically stated elsewhere in the RFQ document.

In their proposal, the bidder is required to disclose if any of the following conditions apply to them, their owners, officers, corporate managers and partners (hereinafter collectively referred to as "Bidder"):

- Within the three-year period preceding the proposal, they have been convicted of, or had a civil judgment rendered against them for:
  - fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction;
  - violation of a federal or state antitrust statute;
  - embezzlement, theft, forgery, bribery, falsification, or destruction of records; or
  - false statements or receipt of stolen property

Within a three-year period preceding their proposal, they have had a public transaction (federal, state, or local) terminated for cause or default.

### 22. DATA SECURITY:

Individuals and/or agencies that enter into a contractual relationship with the COUNTY for the purpose of providing services must employ adequate controls and data security measures, both internally and externally to ensure and protect the confidential information and/or data provided to contractor by the COUNTY, preventing the potential loss, misappropriation or inadvertent access, viewing, use or disclosure of COUNTY data including sensitive or personal client information; abuse of COUNTY resources; and/or disruption to COUNTY operations.

Individuals and/or agencies may not connect to or use COUNTY networks/systems via personally owned mobile, wireless or handheld devices unless authorized by COUNTY for telecommuting purposes and provide a secure connection; up to date virus protection and mobile devices must have the remote wipe feature enabled. Computers or computer peripherals including mobile storage devices may not be used (COUNTY or Contractor device) or brought in for use into the COUNTY's system(s) without prior authorization from COUNTY's Chief Information Officer and/or designee(s).

No storage of COUNTY's private, confidential or sensitive data on any hard-disk drive, portable storage device or remote storage installation unless encrypted according to advance encryption standards (AES of 128 bit or higher).

The COUNTY will immediately be notified of any violations, breaches or potential breaches of security related to COUNTY's confidential information,

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data and/or data processing equipment which stores or processes COUNTY data, internally or externally.

COUNTY shall provide oversight to Contractor's response to all incidents arising from a possible breach of security related to COUNTY's confidential client information. Contractor will be responsible to issue any notification to affected individuals as required by law or as deemed necessary by COUNTY in its sole discretion. Contractor will be responsible for all costs incurred as a result of providing the required notification.

### 23. PURCHASING LOCATION & HOURS:

Fresno County Purchasing is located at 4525 E. Hamilton Avenue (**second floor**), Fresno, CA 93702. Non-holiday hours of operation are Monday through Friday, 8:00 A.M. to 12:00 Noon and 1:00 P.M. to 5:00 P.M. PST; Purchasing is closed daily from 12:00 Noon to 1:00 P.M. The following holiday office closure schedule is observed:

January 1*	New Year's Day
Third Monday in January	Martin Luther King, Jr.'s Birthday
Third Monday in February	Washington - Lincoln Day
March 31*	Cesar Chavez' Birthday
Last Monday in May	Memorial Day
July 4*	Independence Day
First Monday in September	Labor Day
November 11*	Veteran's Day
Fourth Thursday in November	Thanksgiving Day
Friday following Thanksgiving	
December 25*	Christmas

\* When this date falls on a Saturday, the holiday is observed the preceding Friday. If the date falls on a Sunday, the holiday is observed the following Monday.

### 24. FRESNO COUNTY BOARD OF SUPERVISORS ADMINISTRATIVE POLICIES:

#### ADMINISTRATIVE POLICY NUMBER 5

##### Contract Salary Limitation Fresno

County Administrative Policy No. 5 provides that in contracts with non-profit organizations that primarily serve Fresno County and professional service contracts where Fresno County is the sole client, the contractors must agree to the following contract language: "The contractor agrees to limit administrative cost to a maximum of 15% of the total program budget and to limit employee benefits to a maximum of 20% of total salaries for those employees working under this agreement during the term of the agreement. Failure to conform to this provision will be grounds for contract termination at the option of the County of Fresno." Any bidder that wishes an exemption from this contract requirements must set forth the request for exemption, as well as a complete explanation of why the exemption should be granted, in the bidder's response to the RFP. Only the Board of Supervisors can approve such exemption.

**Policy Statement:** Contractors shall be limited to a maximum 15% administrative cost as compared to the total program budget and employee benefits shall be limited to a maximum of 20% of salaries.

The following language will be included in each applicable contract:

"The contractor agrees to limit administrative cost to a maximum of 15% of the total program budget and to limit employee benefits to a maximum of 20% of total salaries for those employees working under this agreement during the term of this agreement. Failure to conform to this provision will be grounds for contract termination at the option of the County of Fresno."

The above provision shall be applied to renewal or multi-year contracts with non-profit organizations which primarily serve Fresno County and professional services contracts where

Fresno County is the sole client, such as:

- Community based organization service contracts related to social services, health services, or probation services.
- Cultural art program contracts.
- Professional services contracts.

This policy will not apply to contracts between the County and the Federal or State governments; or one-time contracts. The Board of Supervisors will consider exemptions to this policy only upon the recommendation of the County Administrative Office.

**Management Responsibility:** It shall be the responsibility of any County official authorized by the Board of Supervisors to execute contracts or enter into agreements on behalf of the County to review all applicable contracts to insure that this policy is fully enforced.

It shall be the responsibility of the County Administrative Officer to review requests for exemptions to this policy and to make recommendations to the Board of Supervisors on such requests for exemption.

#### ADMINISTRATIVE POLICY NUMBER 34

##### Competitive Bids and Requests for Proposals

Fresno County Administrative Policy No. 34 provides that no person, firm or subsidiary thereof who has been awarded a consulting services contract by the County, may submit a bid for, or be awarded a contract for, the provision of services, procurement of goods or supplies, or any other related action which is required, suggested, or otherwise deemed appropriate in the end product of the consulting services contract. Any bidder that wishes an exemption from this contract limitation must set forth the request for exemption, as well as a complete explanation of why the exemption should be granted, in the bidder's response to the RFP. Only the Board of Supervisors, on a four-fifths (4/5) vote finding that such waiver is in the best interests of the County, can waive this policy.

**Definitions:** Purchasing Authority and Responsibility – In accordance with the State of California Government Code Section 25500 et seq., and the Fresno County Ordinance Code Chapter 2.56, the Board of Supervisors has established a County Purchasing Agent. The Board has designated the County Administrative Officer as the Purchasing Agent. Unless otherwise restricted, all necessary authority and responsibility has been delegated to the Purchasing Agent to satisfy the acquisition requirements of the County. The Purchasing Agent may defer day-to-day acquisition management to the Purchasing Manager as appropriate.

**Policy Statement:** Competitive bids or requests for proposals shall be secured for all contracts for goods or services which are proposed to be acquired by the County except when in unusual or extraordinary circumstances, a department head, requests an exception to competitive bidding. All such requests must be documented by the department head including a detailed description of the facts justifying the exception. The

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request must receive concurrence of the procurement authority who will sign that particular contract i.e. the Board of Supervisors or Purchasing Agent/Purchasing Manager. The following circumstances are examples which constitute "Suspension of Competition":

- In an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety, or for the protection of County property.
- When the contract is with a federal, state, or local governmental agency.
- When the department head, with the concurrence of the Purchasing Agent, finds that the cost of preparing and administering a competitive bidding process in a particular case will equal or exceed the estimated contract amount or \$1,000 whichever is more.
- When a contract provides only for payment of per diem and travel expenses and there is to be no payment for services rendered.
- When obtaining the services of expert witnesses for litigation or special counsel to assist the County.
- When in unusual or extraordinary circumstances, the Board of Supervisors or the Purchasing Agent/Purchasing Manager determines that the best interests of the County would be served by not securing competitive bids or issuing a request for proposal.

Contracts for services should not usually cover a period of more than one year although a longer period may be approved in unusual circumstances. Multiple year contracts must include provisions for early termination and must be contingent on available funding. Unless exempted as provided for above, no contract for service shall extend, either by original contract or by extension, beyond three years unless competitive bids have been sought or a Request for Proposal has been processed.

During any competitive bidding procedure, all bids shall be opened publicly and the dollar amount of each bid shall be read aloud. Under no circumstance shall a bid which is received at the designated place of opening after the closing time be opened or considered.

Contracts for goods or services shall not be effective until approved by the Board of Supervisors or, if appropriate, the Purchasing Agent/Purchasing Manager. Contractors and vendors shall be advised by the responsible department head that performance under the contract may not commence prior to such approval.

### Medical Professional Contracts

The competitive recruitment process, annual performance evaluation, and periodic salary surveys are equivalent to competitive bids for independent physicians contracting with the County on a fee for service basis.

A salary survey for physician services shall be conducted every two years.

Contracts for physician services shall not extend, either by original contract or by extension, beyond five years unless competitive bids have been sought or unless exempted as provided above.

### Contracts for Legal Services

The competitive recruitment process, annual performance evaluation, and periodic salary surveys are equivalent to competitive bids for independent law firms and attorneys contracting with the County on a fee for service basis.

A salary survey for legal services shall be conducted every two years.

The selection of and contracting with firms to provide legal services shall be

coordinated through the County Counsel's Office. The County Counsel shall assist in securing a law firm with the requisite legal expertise and price structure that would provide the best service to the County. County Counsel shall be involved throughout the process of selecting a firm, developing a contract, and monitoring the billing and services provided throughout the contract period.

### Prohibited Bids Concerning End Product of Consulting Contracts

No person, firm, or subsidiary thereof who has been awarded a consulting services contract by the County, shall be awarded a contract for the provision of services, procurement of goods or supplies, or any other related action which is required, suggested, or otherwise deemed appropriate in the end product of the consulting services contract. This policy may be waived by the Board of Supervisors on a four-fifths (4/5) vote finding that such waiver is in the best interests of the County.

**Management Responsibility:** The County Administrative Officer is responsible for preparing and issuing written procedures to assure compliance with this policy by all County officials and departments.

## ADMINISTRATIVE POLICY NUMBER 71

### Prohibiting the Use of Public Funds for Political Advocacy

Fresno County Administrative Policy No. 71 provides that no County assets, including money, shall be used for political campaigns of any type. Political campaigns are defined as political advocacy for or opposition to a matter or person that has qualified for the ballot. No contract entered into by the County shall provide for use of County monies for political campaigns.

**Policy Statement:** Government assets, including money, grant funds, paid staff time, equipment and supplies, facilities or any other government asset shall not be used for political campaigns of any type. Political campaigns are defined as political advocacy for or opposition to a matter or person that has qualified for the ballot.

**Management Responsibility:** Department Heads shall be held responsible for ensuring that government assets within their control are not used to advocate for or against any matter or person that has qualified for the ballot.

This section does not prohibit the expenditure of government assets to create and provide informational or educational materials regarding a matter that has qualified for the ballot. Such information or educational materials shall provide a fair, accurate and impartial presentation of relevant information relating to the matter that has qualified for the ballot. However, government assets shall not be expended to create and provide such informational or educational materials in the 90 days prior to the election unless specifically authorized by the Board of Supervisors or required by the Public Records Act or other law.

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## OVERVIEW

The County of Fresno is soliciting proposals from qualified vendors to provide comprehensive management of its correctional and juvenile facilities food services. The RFP consists of the following two (2) groups:

GROUP I Sheriff-Coroner – Correctional Facilities (approximately 773,315 total meals served for the three month period March 2015 through May 2015).

GROUP II Probation Department – Juvenile Justice Campus (approximately 83,513 total meals and 21,785 snacks served for the three month period March 2015 through May 2015.)

**Bidders must submit bids for both groups I and II and may not bid on a single one group.**

Further details regarding each group are provided in the Scope of Work.

The existing County Kitchen Facility supports the food preparation of our current adult inmates and juvenile population.

The kitchen facility is located at 200 H Street, Fresno, California. The kitchen was built in 2002 and is approximately 12,900 square feet (See Attachment “A”). The main building is 12,000 square feet with 500 square feet building extension for walk in box and tray wash and 400 square feet for the Boiler Room. The actual kitchen area is 7,500 square feet and includes office space, restrooms, break room, and janitor’s room. The storage area is 5,000 square feet.

The kitchen includes areas for cooking (warming), preparation, staging, pot washing, and tray washing. The cooking (or warming) area contains various equipment including steam kettles, fryers, ovens (convection, microwave, and conventional), gas stoves, and grills.

See Attachment “A”, “B”, “C”, and “D”, for the County Central Kitchen Facility floor plan, maintenance schedule, Central Kitchen location map, and JJC Site Map with delivery points respectively.



## KEY DATES

<b>RFP Issue Date:</b>	<b>July 8, 2015</b>
<b>Vendor Conference:</b> <i>Vendors are to contact Nick Chin at (559) 600-7113 if planning to attend vendor conference.</i>	<b>July 23, 2015 at 10:00 A.M.</b> Fresno County Jail 1225 "M" Street Fresno, CA 93721
<b>Deadline for Written Requests for Interpretations or Corrections of RFP:</b>	<b>July 28, 2015 at 11:00 A.M.</b> E-Mail: <a href="mailto:nchin@co.fresno.ca.us">nchin@co.fresno.ca.us</a>
<b>RFP Closing Date:</b>	<b>August 20, 2015 at 2:00 P.M.</b> County of Fresno Purchasing 4525 E. Hamilton Avenue, 2 <sup>nd</sup> Floor Fresno, CA 93702

## TRADE SECRET ACKNOWLEDGEMENT

All proposals received by the County shall be considered "Public Record" as defined by Section 6252 of the California Government Code. This definition reads as follows:

"...Public records" includes any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency regardless of physical form or characteristics "Public records" in the custody of, or maintained by, the Governor's office means any writing prepared on or after January 6, 1975."

Each proposal submitted is Public record and is therefore subject to inspection by the public per Section 6253 of the California Government Code. This section states that "every person has a right to inspect any public record".

The County will not exclude any proposal or portion of a proposal from treatment as a public record except in the instance that it is submitted as a trade secret as defined by the California Government Code. Information submitted as proprietary, confidential or under any other such terms that might suggest restricted public access will not be excluded from treatment as public record.

"Trade secrets" as defined by Section 6254.7 of the California Government Code are deemed not to be public record. This section defines trade secrets as:

"...Trade secrets," as used in this section, may include, but are not limited to, any formula, plan, pattern, process, tool, mechanism, compound, procedure, production data or compilation of information that is not patented, which is known only to certain individuals within a commercial concern who are using it to fabricate, produce, or compound an article of trade or a service having commercial value and which gives its user an opportunity to obtain a business advantage over competitors who do not know or use it."

Information identified by bidder as "trade secret" will be reviewed by County of Fresno's legal counsel to determine conformance or non-conformance to this definition. Such material should be submitted in a separate binder marked "Trade Secret". Examples of material not considered to be trade secrets are pricing, cover letter, promotional materials, etc.

**INFORMATION THAT IS PROPERLY IDENTIFIED AS TRADE SECRET AND CONFORMS TO THE ABOVE DEFINITION WILL NOT BECOME PUBLIC RECORD. COUNTY WILL SAFEGUARD THIS INFORMATION IN AN APPROPRIATE MANNER.**

Information identified by bidder as trade secret and determined not to be in conformance with the California Government Code definition shall be excluded from the proposal. Such information will be returned to the bidder at bidder's expense upon written request.

Trade secrets must be submitted in a separate binder that is plainly marked "Trade Secrets."

The County shall not in any way be liable or responsible for the disclosure of any proposals or portions thereof, if they are not (1) submitted in a separate binder that is plainly marked "Trade Secret" on the outside; and (2) if disclosure is required or allowed under the provision of law or by order of Court.

Vendors are advised that the County does not wish to receive trade secrets and that vendors are not to supply trade secrets unless they are absolutely necessary.

## TRADE SECRET ACKNOWLEDGEMENT

I have read and understand the above "Trade Secret Acknowledgement."

I understand that the County of Fresno has no responsibility for protecting information submitted as a trade secret if it is not delivered in a separate binder plainly marked "Trade Secret." I also understand that all information my company submits, except for that information submitted in a separate binder plainly marked "Trade Secret," are public records subject to inspection by the public. This is true no matter whether my company identified the information as proprietary, confidential or under any other such terms that might suggest restricted public access.

Enter company name on appropriate line:

	Has submitted information identified as Trade Secrets in a separate marked binder.**
(Company Name)	
	Has <b>not</b> submitted information identified as Trade Secrets. Information submitted as proprietary confidential or under any other such terms that might suggest restricted public access will not be excluded from treatment as public record.
(Company Name)	

### ACKNOWLEDGED BY:

	( )	
Signature		Telephone
Print Name and Title		Date
Address		
City	State	Zip

\*\*Bidders brief statement that clearly sets out the reasons for confidentiality in conforming with the California Government Code definition.

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## DISCLOSURE – CRIMINAL HISTORY & CIVIL ACTIONS

In their proposal, the bidder is required to disclose if any of the following conditions apply to them, their owners, officers, corporate managers and partners (hereinafter collectively referred to as "Bidder"):

- Within the three-year period preceding the proposal, they have been convicted of, or had a civil judgment rendered against them for:
  - fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction;
  - violation of a federal or state antitrust statute;
  - embezzlement, theft, forgery, bribery, falsification, or destruction of records; or
  - false statements or receipt of stolen property
- Within a three-year period preceding their proposal, they have had a public transaction (federal, state, or local) terminated for cause or default.

Disclosure of the above information will not automatically eliminate a Bidder from consideration. The information will be considered as part of the determination of whether to award the contract and any additional information or explanation that a Bidder elects to submit with the disclosed information will be considered. If it is later determined that the Bidder failed to disclose required information, any contract awarded to such Bidder may be immediately voided and terminated for material failure to comply with the terms and conditions of the award.

Any Bidder who is awarded a contract must sign an appropriate Certification Regarding Debarment, Suspension, and Other Responsibility Matters. Additionally, the Bidder awarded the contract must immediately advise the County in writing if, during the term of the agreement: (1) Bidder becomes suspended, debarred, excluded or ineligible for participation in federal or state funded programs or from receiving federal funds as listed in the excluded parties list system (<http://www.epls.gov>); or (2) any of the above listed conditions become applicable to Bidder. The Bidder will indemnify, defend and hold the County harmless for any loss or damage resulting from a conviction, debarment, exclusion, ineligibility or other matter listed in the signed Certification Regarding Debarment, Suspension, and Other Responsibility Matters.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER  
RESPONSIBILITY MATTERS--PRIMARY COVERED TRANSACTIONS**

**INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

**CERTIFICATION**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it, its owners, officers, corporate managers and partners:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Printed Name & Title)

\_\_\_\_\_  
(Name of Agency or Company)

**VENDOR MUST COMPLETE AND RETURN WITH REQUEST FOR PROPOSAL**

**Firm:** \_\_\_\_\_

**REFERENCE LIST**

Provide a list of at least five (5) customers for whom you have recently provided similar services. Be sure to include all requested information.

Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_ Date: \_\_\_\_\_  
 Service Provided: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_ Date: \_\_\_\_\_  
 Service Provided: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_ Date: \_\_\_\_\_  
 Service Provided: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_ Date: \_\_\_\_\_  
 Service Provided: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( \_\_\_\_\_ ) \_\_\_\_\_ Date: \_\_\_\_\_  
 Service Provided: \_\_\_\_\_

***Failure to provide a list of at least five (5) customers may be cause for rejection of this RFP.***

## PARTICIPATION

The County of Fresno is a member of the Central Valley Purchasing Group. This group consists of Fresno, Kern, Kings, and Tulare Counties and all governmental, tax supported agencies within these counties.

Whenever possible, these and other tax supported agencies co-op (piggyback) on contracts put in place by one of the other agencies.

Any agency choosing to avail itself of this opportunity, will make purchases in their own name, make payment directly to the contractor, be liable to the contractor and vice versa, per the terms of the original contract, all the while holding the County of Fresno harmless. If awarded this contract, please indicate whether you would extend the same terms and conditions to all tax supported agencies within this group as you are proposing to extend to Fresno County.

☐ Yes, we will extend contract terms and conditions to all qualified agencies within the Central Valley Purchasing Group and other tax supported agencies.

☐ No, we will not extend contract terms to any agency other than the County of Fresno.

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(Authorized Signature)

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Title

**\* Note: This form/information is not rated or ranked in evaluating proposal.**



## GENERAL REQUIREMENTS

**DEFINITIONS:** The terms Bidder, Proposer, Contractor and Vendor are all used interchangeably and refer to that person, partnership, corporation, organization, agency, etc. which is offering the proposal.

**RFP CLARIFICATION AND REVISIONS:** Any revisions to the RFP will be issued and distributed as written addenda.

**FIRM PROPOSAL:** All proposals shall remain firm for at least one hundred eighty (180) days.

**PROPOSAL PREPARATION:** Proposals should be submitted in the formats shown under "PROPOSAL CONTENT REQUIREMENTS" section of this RFP.

County of Fresno will not be held liable or any cost incurred by bidders responding to RFP.

Bidders are to bid what is specified or requested first. If unable to or unwilling to, bidder may bid alternative or option, indicating all advantages, disadvantages and their associated cost.

**SUPPORTIVE MATERIAL:** Additional material may be submitted with the proposal as appendices. Any additional descriptive material that is used in support of any information in your proposal must be referenced by the appropriate paragraph(s) and page number(s).

Bidders are asked to submit their proposals in a binder (one that allows for easy removal of pages) with index tabs separating the sections identified in the Table of Contents. Pages must be numbered on the bottom of each page.

Any proposal attachments, documents, letters and materials submitted by the vendor shall be binding and included as a part of the final contract should your bid be selected.

**TAXES:** The quoted amount must include all applicable taxes. If taxes are not specifically identified in the proposal it will be assumed that they are included in the total quoted.

**SALES TAX:** Fresno County pays California State Sales Tax in the amount of 8.225% regardless of vendor's place of doing business.

**RETENTION:** County of Fresno reserves the right to retain all proposals, excluding proprietary documentation submitted per the instructions of this RFP, regardless of which response is selected.

**ORAL PRESENTATIONS:** Each finalist may be required to make an oral presentation in Fresno County and answer questions from County personnel.

**AWARD/REJECTION:** The award will be made to the vendor offering the overall proposal deemed to be to the best advantage of the County. The County shall be the sole judge in making such determination. The County reserves the right to reject any and all proposals. The lowest bidders are not arbitrarily the vendors whose proposals will be selected. Award Notices are tentative: Acceptance of an offer made in response to this RFP shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.

County Purchasing will chair or co-chair all award, evaluation and contract negotiation committees.

Award may require approval by the County of Fresno Board of Supervisors.

**WAIVERS:** The County reserves the right to waive any informalities or irregularities and any technical or clerical errors in any quote as the interest of the County may require.

**TERMINATION:** The County reserves the right to terminate any resulting contract upon written notice.

**MINOR DEVIATIONS:** The County reserves the right to negotiate minor deviations from the prescribed terms, conditions and requirements with the selected vendor.

**PROPOSAL REJECTION:** Failure to respond to all questions or not to supply the requested information could result in rejection of your proposal.

**ASSIGNMENTS:** The ensuing proposed contract will provide that the vendor may not assign any payment or portions of payments without prior written consent of the County of Fresno.

**BIDDERS LIABILITIES:** County of Fresno will not be held liable for any cost incurred by vendors in responding to the RFP.

**CONFIDENTIALITY:** Bidders shall not disclose information about the County's business or business practices and safeguard confidential data which vendor staff may have access to in the course of system implementation.

**DISPUTE RESOLUTION:** The ensuing contract shall be governed by the laws of the State of California.

Any claim which cannot be amicably settled without court action will be litigated in the U. S. District Court for the Eastern District of California in Fresno, CA or in a state court for Fresno County.

**NEWS RELEASE:** Vendors shall not issue any news releases or otherwise release information to any third party about this RFP or the vendor's quotation without prior written approval from the County of Fresno.

**BACKGROUND REVIEW:** The County reserves the right to conduct a background inquiry of each proposer/bidder which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a proposal/bid to the County, the vendor consents to such an inquiry and agrees to make available to the County such books and records the County deems necessary to conduct the inquiry.

**PERFORMANCE BOND:** The successful bidders may be required to furnish a faithful performance bond. Bidders are to quote a separate price for a performance bond.

**ACQUISITIONS:** The County reserves the right to obtain the whole system/services/goods as proposed or only a portion of the system/services/goods, or to make no acquisition at all.

**OWNERSHIP:** The successful vendor will be required to provide to the County of Fresno documented proof of ownership by the vendor, or its designated subcontractor, upon request of the proposed programs/services/goods.

**EXCEPTIONS:** Identify with explanation, any terms, conditions, or stipulations of the RFP with which you *CAN NOT* or *WILL NOT* comply.

**ADDENDA:** In the event that it becomes necessary to revise any part of this RFP, addenda will be provided to all agencies and organizations that receive the basic RFP.

**SUBCONTRACTORS:** If a subcontractor is proposed, complete identification of the subcontractor and his tasks should be provided. The primary contractor is not relieved of any responsibility by virtue of using a subcontractor.

**CONFLICT OF INTEREST:** The County shall not contract with, and shall reject any bid or proposal submitted by the persons or entities specified below, unless the Board of Supervisors finds that special circumstances exist which justify the approval of such contract:

1. Employees of the County or public agencies for which the Board of Supervisors is the governing body.
2. Profit-making firms or businesses in which employees described in Subsection (1) serve as officers, principals, partners or major shareholders.
3. Persons who, within the immediately preceding twelve (12) months, came within the provisions of Subsection (1), and who were employees in positions of substantial responsibility in the area of service to be performed by the contract, or participated in any way in developing the contract or its service specifications.
4. Profit-making firms or businesses in which the former employees described in Subsection (3) serve as officers, principals, partners or major shareholders.
5. No County employee, whose position in the County enables him to influence the selection of a contractor for this RFP, or any competing RFP, and no spouse or economic dependent of such employee, shall be employees in any capacity by a bidder, or have any other direct or indirect financial interest in the selection of a contractor.
6. In addition, no County employee will be employed by the selected vendor to fulfill the vendor's contractual obligations to the County.

### **ORDINANCE 3.08.130 – POST-SEPARATION EMPLOYMENT PROHIBITED**

No officer or employee of the County who separates from County service shall for a period of one year after separation enter into any employment, contract, or other compensation arrangement with any County consultant, vendor, or other County provider of goods, materials, or services, where the officer or employee participated in any part of the decision making process that led to the County relationship with the consultant, vendor or other County provider of goods, materials or services.

Pursuant to Government Code section 25132(a), a violation of the ordinance may be enjoined by an injunction in a civil lawsuit, or prosecuted as a criminal misdemeanor.

**EVALUATION CRITERIA:** Respondents will be evaluated on the basis of their responses to all questions and requirements in this RFP and product cost. The County shall be the sole judge in the ranking process and reserves the right to reject any or all bids. False, incomplete or

unresponsive statements in connection with this proposal may be sufficient cause for its rejection.

**SELECTION PROCESS:** All proposals will be evaluated by a team consisting of representatives from appropriate County Department(s), and Purchasing. It will be their responsibility to make the final recommendations. Purchasing will chair or co-chair the evaluation or evaluation process.

Organizations that submit a proposal may be required to make an oral presentation to the Selection Committee. These presentations provide an opportunity for the individual, agency, or organization to clarify its proposal to ensure thorough, mutual understanding.

**INDEPENDENT CONTRACTOR:** In performance of the work, duties, and obligations assumed by Contractor under any ensuing Agreement, it is mutually understood and agreed that Contractor, including any and all of Contractor's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner, or associate of the County. Furthermore, County shall have no right to control, supervise, or direct the manner or method by which Contractor shall perform its work and function. However, County shall retain the right to administer this Agreement so as to verify that Contractor is performing its obligations in accordance with the terms and conditions thereof. Contractor and County shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, Contractor shall have absolutely no right to employment rights and benefits available to County employees. Contractor shall be solely liable and responsible for providing to, or on behalf of, its employees all legally required employee benefits. In addition, Contractor shall be solely responsible and save County harmless from all matters relating to payment of Contractor's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of the Agreement, Contractor may be providing services to others unrelated to the COUNTY or to the Agreement.

**HOLD HARMLESS CLAUSE:** Contractor agrees to indemnify, save, hold harmless and at County's request, defend the County, its officers, agents and employees, from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to County in connection with the performance, or failure to perform, by Contractor, its officers, agents or employees under this Agreement and from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by the performance, or failure to perform, of Contractor, its officers, agents or employees under this Agreement.

**SELF-DEALING TRANSACTION DISCLOSURE:** Contractor agrees that when operating as a corporation (a for-profit or non-profit corporation), or if during the term of the agreement the Contractor changes its status to operate as a corporation, members of the Contractor's Board of Directors shall disclose any self-dealing transactions that they are a party to while Contractor is providing goods or performing services under the agreement with the County. A self-dealing transaction shall mean a transaction to which the Contractor is a party and in which one or more of its directors has a material financial interest. Members of the Board of Directors shall disclose any self-dealing transactions that they are a party to by completing and signing a Fresno County Self-Dealing Transaction Disclosure Form and submitting it to the County prior to commencing with the self-dealing transaction or immediately thereafter.

**PRICE RESPONSIBILITY:** The selected vendor will be required to assume full responsibility for all services and activities offered in the proposal, whether or not they are provided directly. Further, the County of Fresno will consider the selected vendor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor may not subcontract or transfer the contract, or any right or obligation arising out of the contract, without first having obtained the express written consent of the County.

**ADDRESSES AND TELEPHONE NUMBERS:** The vendor will provide the business address and mailing address, if different, as well as the telephone number of the individual signing the contract.

**ASSURANCES:** Any contract awarded under this RFP must be carried out in full compliance with The Civil Rights Act of 1964, The Americans With Disabilities Act of 1990, their subsequent amendments, and any and all other laws protecting the rights of individuals and agencies. The County of Fresno has a zero tolerance for discrimination, implied or expressed, and wants to ensure that policy continues under this RFP. The contractor must also guarantee that services, or workmanship, provided will be performed in compliance with all applicable local, state, or federal laws and regulations pertinent to the types of services, or project, of the nature required under this RFP. In addition, the contractor may be required to provide evidence substantiating that their employees have the necessary skills and training to perform the required services or work.

**INSURANCE:** Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect, the following insurance policies or a program of self-insurance, including but not limited to, an insurance pooling arrangement or Joint Powers Agreement (JPA) throughout the term of the Agreement:

A. Commercial General Liability

Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require specific coverages including completed operations, products liability, contractual liability, Explosion-Collapse-Underground, fire legal liability or any other liability insurance deemed necessary because of the nature of this contract.

B. Automobile Liability

Comprehensive Automobile Liability Insurance with limits for bodily injury of not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred Thousand Dollars (\$500,000.00) per accident and for property damages of not less than Fifty Thousand Dollars (\$50,000.00), or such coverage with a combined single limit of Five Hundred Thousand Dollars (\$500,000.00). Coverage should include owned and non-owned vehicles used in connection with this Agreement.

C. Professional Liability

If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate.

This coverage shall be issued on a per claim basis. Contractor agrees that it shall maintain, at its sole expense, in full force and effect for a period of three (3) years following the termination of this Agreement, one or more policies of professional liability insurance with limits of coverage as specified herein.

**D. Worker's Compensation**

A policy of Worker's Compensation insurance as may be required by the California Labor Code.

Contractor shall obtain endorsements to the Commercial General Liability insurance naming the County of Fresno, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned. Such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by County, its officers, agents and employees shall be excess only and not contributing with insurance provided under Contractor's policies herein. This insurance shall not be cancelled or changed without a minimum of thirty (30) days advance written notice given to County.

Within thirty (30) days from the date Contractor executes this Agreement, Contractor shall provide certificates of insurance and endorsement as stated above for all of the foregoing policies, as required herein, to the County of Fresno, Sheriff-Coroner's Office, Attn: Cpt. Jennifer Horton, 1225 "M" Street, Fresno, CA 93721, stating that such insurance coverage have been obtained and are in full force; that the County of Fresno, its officers, agents and employees will not be responsible for any premiums on the policies; that such Commercial General Liability insurance names the County of Fresno, its officers, agents and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by County, its officers, agents and employees, shall be excess only and not contributing with insurance provided under Contractor's policies herein; and that this insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written notice given to County.

In the event Contractor fails to keep in effect at all times insurance coverage as herein provided, the County may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

All policies shall be with admitted insurers licensed to do business in the State of California. Insurance purchased shall be purchased from companies possessing a current A.M. Best, Inc. rating of A FSC VII or better.

**AUDIT AND RETENTION:** The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

**DEFAULT:** In case of default by the selected bidder, the County may procure materials and services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected bidder, or by any other legal means available to the County.

**BREACH OF CONTRACT:** In the event of breach of contract by either party, the other party shall be relieved of its obligations under this agreement and may pursue any legal remedies.

### **CONFIDENTIALITY**

All services performed by vendor shall be in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code, California Welfare and Institutions Code, Health and Safety Code, California Code of Regulations, Code of Federal Regulations.

Vendor shall submit to County's monitoring of said compliance.

Vendor may be a Business associate of County, as that term is defined in the "Privacy Rule" enacted by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). As a HIPAA Business Associate, vendor may use or disclose protected health information ("PHI") to perform functions, activities or services for or on behalf of County, as specified by the County, provided that such use or disclosure shall not violate HIPAA and its implementing regulations. The uses and disclosures of PHI may not be more expansive than those applicable to County, as the "Covered Entity" under HIPAA's Privacy Rule, except as authorized for management, administrative or legal responsibilities of the Business Associate.

Vendor shall not use or further disclose PHI other than as permitted or required by the County, or as required by law without written notice to the County.

Vendor shall ensure that any agent, including any subcontractor, to which vendor provides PHI received from, or created or received by the vendor on behalf of County, shall comply with the same restrictions and conditions with respect to such information.

### **APPEALS**

Appeals must be submitted in writing within \*seven (7) working days after notification of proposed recommendations for award. A "Notice of Award" is not an indication of County's acceptance of an offer made in response to this RFP. Appeals shall be submitted to County of Fresno Purchasing, 4525 E. Hamilton Avenue 2<sup>nd</sup> Floor, Fresno, California 93702-4599.

Appeals should address only areas regarding RFP contradictions, procurement errors, proposal rating discrepancies, legality of procurement context, conflict of interest, and inappropriate or unfair competitive procurement grievance regarding the RFP process.

Purchasing will provide a written response to the complainant within \*seven (7) working days unless the complainant is notified more time is required.

If the protesting bidder is not satisfied with the decision of Purchasing, he/she shall have the right to appeal to the Purchasing Agent/CAO within seven (7) working days after Purchasing's notification; except, if notified to appeal directly to the Board of Supervisors at the scheduled date and time.

If the protesting bidder is not satisfied with Purchasing Agent/CAO's decision, the final appeal is with the Board of Supervisors.

\*The seven (7) working day period shall commence and be computed by excluding the first day and including the last day upon the date that the notification is issued by the County.

### **RIGHTS OF OWNERSHIP**

The County shall maintain all rights of ownership and use to all materials designed, created or constructed associated with this service/project/program.

## SPECIFIC BIDDING INSTRUCTIONS AND REQUIREMENTS

**ISSUING AGENT:** This RFP has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFP, its content, and all issues concerning it.

**AUTHORIZED CONTACT:** All communication regarding this RFP shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFP is identified on the cover page, along with his or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFP. Contact with any other County representative, including elected officials, for the purpose of discussing this RFP, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFP, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

**VENDOR CONFERENCE:** On July 23, 2015 at 10:00 A.M., a vendor's conference will be held in which the scope of the project and proposal requirements will be explained. The meeting will be held at the Fresno County Jail, 1225 "M" Street, Fresno, CA 93721.

Addendum will be prepared and distributed to all bidders only if necessary to clarify substantive items raised during the bidders' conference.

Bidders are to contact Nick Chin at County of Fresno Purchasing, (559) 600-7113, if they are planning to attend the conference.

**NUMBER OF COPIES:** Submit **one (1) original, with two (2) \*reproducible compact discs and seven (7) copies** of your proposal no later than the proposal closing date and time as stated on the front of this document to County of Fresno Purchasing. Each copy to be identical to the original, include all supporting documentation (e.g. literature, brochures, reports, schedules etc.). The cover page of each quotation is to be appropriately marked "Original" or "Copy".

**\*Bidder shall submit two (2) reproducible compact discs (e.g.: PDF file) containing the complete proposal excluding trade secrets. Compact discs should accompany the original binder and should be either attached to the inside cover of the binder or inserted in an attached sleeve or envelope in the front of the binder to insure the discs are not misplaced.**

**INTERPRETATION OF RFP:** Vendors must make careful examination of the requirements, specifications and conditions expressed in the RFP and fully inform themselves as to the quality and character of services required. If any person planning to submit a proposal finds



discrepancies in or omissions from the RFP or has any doubt as to the true meaning or interpretation, correction thereof may be requested at the scheduled Vendor Conference (see above). Any change in the RFP will be made only by written addendum, duly issued by the County. The County will not be responsible for any other explanations or interpretations.

Questions may be submitted subsequent to the Vendor Conference, subject to the following conditions:

- a. Such questions are submitted in writing to the County Purchasing not later than July 28, 2015 at 11:00 a.m. Questions must be directed to the attention of Nick Chin, Purchasing Analyst.
- b. Such questions are submitted with the understanding that County can respond only to questions it considers material in nature.
- c. Questions shall be e-mailed to [nchin@co.fresno.ca.us](mailto:nchin@co.fresno.ca.us).

**NOTE:** The bidder is encouraged to submit all questions at the Vendor Conference. Time limitations can prevent a response to questions submitted after the conference.

**SELECTION COMMITTEE:** All proposals will be evaluated by a team co-chaired by Purchasing. All proposals will be evaluated by a review committee that may consist of County of Fresno Purchasing, department staff, community representatives from advisory boards and other members as appropriate.

The proposals will be evaluated in a multi-stage selection process. Some bids may be eliminated or set aside after an initial review. If a proposal does not respond adequately to the RFP or the bidder is deemed unsuitable or incapable of delivering services, the proposal may be eliminated from consideration. It will be the selection committee's responsibility to make the final recommendation to the Department Head.

**CONTRACT TERM:** It is County's intent to contract with the successful bidder for a term of three (3) years with the option to renew for up to two (2) additional one (1) year periods based on mutual written consent. County will retain the right to terminate the Agreement upon giving thirty (30) days advance written notification to the Contractor.

**PAYMENT:** The County of Fresno, if appropriate, may use Procurement Card to place and make payment for orders under the ensuing contract.

**AUDITED FINANCIAL STATEMENTS:** Copies of the audited Financial Statements for the last three (3) years for the business, agency or program that will be providing the service(s) proposed. If audited statements are not available, compiled or reviewed statements will be accepted with copies of three years of corresponding federal tax returns. This information is to be provided after the RFP closes, if requested. **Do not provide with your proposal.**

**CONTRACT NEGOTIATION:** The County will prepare and negotiate its own contract with the selected vendor, giving due consideration to standard contracts and associated legal documents submitted as a part of bidder's response to the RFP. The tentative award of the contract is based on successful negotiation pending formal recommendation of award. Bidder is to include in response the names and titles of officials authorized to conduct such negotiations.

**NOTICES:** All notices, payments, invoices, insurance and endorsement certificates, etc. need to be submitted as follows: referencing contract/purchase order number, department, position, title and address of administering official.

**EPAYMENT OPTION:** The County of Fresno provides an Epay Program which involves payment of invoices by a secure Visa account number assigned to the supplier after award of contract. Notification of payments and required invoice information are issued to the supplier's designated Accounts Receivable contact by e-mail remittance advice at time of payment. To learn more about the benefits of an Epay Program, how it works, and obtain answers to frequently asked questions, click or copy and paste the following URL into your browser: [www.bankofamerica.com/epayablesvendors](http://www.bankofamerica.com/epayablesvendors) or call Fresno County Accounts Payable, 559-600-3609.

**LOCAL VENDOR PREFERENCE:** The Local Vendor Preference **does not** apply to this Request for Proposal.

## BIDDING INSTRUCTIONS AND REQUIREMENTS

**SITE INSPECTION:** Each bidder shall have examined the site of work before bidding and shall be responsible for having acquired full knowledge of the job and of all problems affecting it. No variations or allowance from the contract sum will be made because of lack of such examination. The date(s) inspection will be held is:

**DATE:** July 23, 2015

**TIME:** 10:00 A.M.

**LOCATION:** Fresno County Jail  
1225 "M" Street  
Fresno, CA 93721

**After a brief meeting at the Fresno County Jail, we will be departing to various sites that pertain to this project. It is anticipated that it will take one (1) day to cover all sites. It is essential that you contact the Buyer identified on the cover so that the County is aware how many will be attending so that all will be accommodated.**

### **BONDS:**

***Performance and Payment Bonds:*** The successful bidder shall furnish a faithful performance bond in the amount of five hundred thousand dollars (\$500,000.00) and shall be maintained for the Agreement's three (3) year term.

***Bonding Company Requirements:*** Each bond specified in this RFP (bid bond, faithful performance bond and payment bond) shall meet the requirements of all applicable statutes, including but not limited to those specified in Public Contract Code section 20129 and Civil Code section 3248. Each bond specified in this RFP shall be issued by a surety company designated as an admitted surety insurer in good standing with and authorized to transact business in this state by the California Department of Insurance, and acceptable to the County of Fresno. Bidders are cautioned that representations made by surety companies will be verified with the California Department of Insurance. Additionally, the County of Fresno, in its discretion, when determining the sufficiency of a proposed surety company, may require the surety company to provide additional information supported by documentation. The County generally requires such information and documentation whenever the proposed surety company has either a Best's Key Rating Guide of less than B+ or a financial size designation of less than VIII. Provided, however, that the County expressly reserves its right to require all information and documentation to which the County is legally entitled from any proposed surety company.

## SCOPE OF WORK

### GENERAL

Contractor agrees to comply with all federal, state, and local laws and regulations governing the quality, preparation, handling and serving of foods and to procure and keep in effect all necessary licenses, permits, and food handler's cards as required by law.

Contractor agrees that menus shall be planned to provide a variety of foods when possible thus preventing repetitive meals, and shall be in full compliance with California Code of Regulations Title 15 standards and all regulatory standards of the California Uniform Retail Food Facilities Law (CURFFL).

#### **I Operational Issues:**

Contractor agrees to meet weekly with a County designated representative for purposes of resolving all food service issues and for conducting joint inspection of all kitchen facilities. The County may choose less frequency, but the County wants assurance that a weekly meeting is calendared.

Contractor shall be responsible for responding to all grievances concerning food service issues within 72 hours of receiving said grievance from County staff. Currently, an electronic log is kept by County documenting all grievances and action timelines.

The Contractor shall include in the proposal contingency plans to provide services in the face of unexpected events; e.g., power failure, fire, riot, lockdown, labor strikes, job actions, or act of God that would preclude normal expectations. County will determine when an emergency interrupting normal food preparation commences and when the emergency terminates.

Contractor will provide prompt, efficient, and courteous service and avoid undue interference with operations while food service activities occur.

#### **II Purchasing:**

The Contractor will be required to provide, within its proposal, the minimum purchasing specifications to be used in the purchase of all food products and disposable service ware. The specifications provided will be required to address the level of quality, grade, size, pack, count and all other relevant information. The County must approve, in writing, any changes for the stated specifications.

The minimum grade specifications will be required to meet all codes and standards specified for institutions in the State of California or within the County of Fresno.

The Contractor will not be required to provide for the utilization of federally supplied commodities.

The Contractor will be required to provide a plan transitioning all equipment, supplies, inventory, office, etc. from prior Vendor to ensure uninterrupted meal service. Upon termination of agreement, County will purchase from Contractor 90 to 100 percent of the food inventory. The purchase price shall be Contractor's cost less a 25 percent discount.

County may require that equipment be purchased. A local vendor or vendors approved by the County's Facility Services Manager shall be available to maintain/service equipment; the purchase of such services shall be at the Contractor's expense.

### **III Equipment and Facilities:**

The Contractor shall take all reasonable and prudent measures necessary to assure the County that its equipment and Central Kitchen facility is being properly used and maintained (See Attachment "B"). Contractor will be responsible and pay for repair of any damage to the Central Kitchen facility and repair or replacement of any damaged equipment or material due to negligence of persons under Contractor's direction and control.

Contractor is responsible for providing all office furniture and supplies for its food service operation, including but not limited to, FAX/scanner, computer and copy machines.

Contractor will be responsible for the costs of maintaining first aid equipment and supplies utilized by their staff.

All vehicles used by the Contractor shall conform to all federal, state, and local laws and regulations concerning vehicles used for transportation of food products. Contractor will have sufficient vehicles to assure delivery will not be interrupted by mechanical failure. Contractor will provide a listing of vehicles to be updated annually (vehicle make, model, year, mileage, and vehicle replacement date). They will be available for inspection to confirm the registration, insurance and conformance with the applicable Vehicle Code(s) of California.

Contractor will be responsible for maintaining cleanliness in all areas including, but not limited to staff dining and designated break rooms, kitchen, scullery, storerooms, and circulation areas of all facilities used by Contractor to deliver meals and pick up equipment inside and outside of these areas.

Contractor will provide all cleaning and janitorial supplies and equipment.

Contractor will be responsible for security in all areas of food service and delivery in all facilities. When the County Central Kitchen facility is utilized by Contractor, it shall be the responsibility of the Contractor to provide a plan and update annually to maintain kitchen security as it relates to key control, knife control, inventory control, and Contractor's orientation to the facility's operational philosophy, rules, and policy and procedure as it relates to the Contractor's employees.

Contractor shall be responsible and pay directly for any damages of the Central Kitchen Facility due to negligence of persons under Contractor's direction and/or control.

Contractor will immediately report the loss of facility keys and provide written documentation to the County. Contractor will be responsible for replacement cost of keys issued and lost. Additionally, Contractor will be responsible for the cost of re-keying locks resulting from Contractor's loss of keys.

The Contractor shall be responsible for routine repair or replacement of small wares, for the repair and replacement of necessary capital kitchen equipment of the Central Kitchen facility (on an as needed basis) in an amount not to exceed \$100,000.00 during each year of the contract with the option by the County to adjust annually the amount based on the Consumer Price Index (CPI). The cost of "routine repair or replacement of equipment" shall be the actual cost of repair or replacement to include parts, labor,

freight, and tax. "Capital equipment" refers to an item with an individual value of more than \$5,000.00. "Small wares" refers to an item with an individual value of \$5,000.00 or less. All expenditures shall be requested and approved in writing and in advance by County to assure that price, equipment model and specifications are in the best interest of the County. Contractor shall provide County copies in duplicate, of detailed and itemized invoices and bills for all repairs and periodic maintenance to equipment and Central Kitchen, and replacement of small wares monthly. One copy must be submitted to the Contract Administrator and one copy submitted to the manager of Facility Services.

Should Contractor not expend \$100,000.00 during the fiscal year on routine repair to and replacement of equipment and replacement of small ware, the unexpended amount shall be credited back to the County against the last billing by Contractor of the fiscal year. Contractor shall not receive credit for the costs of a routine repair to or placement of equipment of small ware until full remittance has been made by Contractor to the vendor for the item or service provided. Upon termination of contract, Contractor will return any unexpended funds to the County.

The forklift and battery charger in use at the Central Kitchen are County owned; the contractor will have use of this equipment. The equipment shall be maintained by the contractor. This equipment will be subject to the \$100,000 annual expenditure for the repair and replacement of small wares and capital kitchen equipment. Contractor will use forklift drivers certified under a County approved certification program. The contractor shall be responsible for all costs related to such certification.

The required \$100,000 annual expenditure by the contractor for repair and replacement of small wares and capital equipment does not include pest control services; the contractor will however be responsible for payment of such services.

Contractor must confer with County in writing to establish performance criteria for the equipment and implement a schedule of performance and quality checks (See Attachment "B"). When a potential problem is identified, the Contractor will schedule the appropriate corrective maintenance in a timely manner.

County expects the Contractor to provide active support to enhance the reliability of the operation. Contractor must utilize state of the art technology and systems management practices to monitor equipment performance across the industry and recommend action steps to minimize interruption of service.

If additional equipment is needed by the Contractor for the performance of this service, the Contractor shall be responsible for its purchase. All equipment and fixtures other than licensed motor vehicles purchased for this contract by the County or Contractor shall become the property of the County upon termination.

Contractor will be responsible for locking all doors and rooms of Contractor's assigned areas, turning off lights, water, fans, and other equipment when space is not in use for using the minimum amount of utilities consistent with safe and efficient operations.

County will provide the Contractor full use of County's Central Kitchen and all capital equipment and small wares which the County deems necessary for food service related activities. County will provide Contractor with an inventory of this equipment prior to the commencement of the contract.

Upon termination of contract, County's Central Kitchen, all capital equipment, and small wares will be returned to the County in good repair, notwithstanding normal wear due to usage.

The heated food carts currently in use at the Central Kitchen will be made available to the awarded vendor. The vendor shall provide heated carts as is necessary to perform the specified services.

Contractor will replace up to ten (10) percent of food service trays annually at County's discretion.

Contractor will pay for all utilities necessary for operation of County's Central Kitchen, to include sewer, water, electricity, gas, and garbage removal. Reports detailing usage and cost of these items will be provided monthly with invoice. Such reports are to be one month in arrears. County cannot guarantee the uninterrupted supply of such utilities and will use due diligence in restoring these services if interruption occurs. Disposal methods should employ measures to divert waste away from the landfill and toward a recycle program.

Contractor is responsible for repair and any associated costs related to the cleaning of drains obstructed by grease and other debris.

County will provide two phone lines to the food services offices for local calls only. Long distance phone charges will be paid monthly by Contractor. There is currently four computers at the kitchen facility and three with internet access. There is one stand-alone computer that is connected to OffenderTrak (Main Jail Operating System).

The Contractor is responsible for the internet cost/access. The stand-alone computer with OffenderTrak is updated/monitored by the County. Due to County Security, there is no internet access on the OffenderTrak computer.

County will supply and maintain fire extinguishers and supplies and Contractor shall notify the County immediately of their use.

#### **IV CAO Management Directive 574:**

County will permit Contractor use of facilities, equipment, and utilities as cited under the terms and conditions of the contract and in writing to provide for one time single occurrence food service preparation related to County approved events as outlined in CAO Management Directive 574 (see below). This provision is in no way meant to exempt the procurement of such services from a competitive process as required by County Policy.

##### **574 - County Hosted Conferences, Training, Workshops or Other Events**

Refreshments, meals or snacks are allowed for County employees and non-County participants at County hosted conferences, training workshops or other events, with advance written Department Head and County Administrative office approval, when doing so will facilitate the conduct of County business or enhance the County's ability to deliver services to clients.

A memo requesting approval must be submitted to the County Administrative Office by the Department Head, at least 30 days in advance of the activity, with a full explanation of how the food and/or refreshments will facilitate the conduct of County business or enhance the County's ability to deliver services to clients. Details of costs for space, equipment and food/snacks shall be included. If federal or state

funds are to be used for the purchase of food or refreshments, the explanation shall indicate whether the use of such funds is allowed by the federal or state agency. Supporting documents shall be attached when available (See Section 514.5 regarding facilities).

**V     Inventory:**

The Contractor shall provide a statement, within its proposal, as to how often a physical inventory of food and supply items will be taken at least annually. The method for conducting the inventory and the disposition of the data collected should be explained in detail, and a copy delivered to County. This inventory report is to include the number of meals served monthly to staff, juveniles, and inmates/consumers.

The Contractor and County shall jointly inventory, at least semi-annually, all capital equipment and County owned service ware under the Contractor's direct control.

Prior to the actual startup of food service, the Contractor and the County shall conduct a complete inventory of non-food supplies. The documents showing the results of this inventory shall be kept on file with the County with copies retained by the Contractor. The Contractor shall provide equivalent quality replacement supplies as necessary throughout the term of the contract. All replacement supplies shall be the property of the County.

The County and the successful bidder will conduct a site inspection at the Central Kitchen prior to commencement of the contract. The purpose of such inspection shall be to verify the existence and condition of all equipment that the contractor will be responsible for maintaining. This final inventory may differ slightly from the inventory provided with this RFP; in such a case the verified inventory will be used for the contract purposes. The new contractor will not be responsible for repairing equipment that is not-operational at the contractor's starting date.

Sharp Equipment Inventory – The Contractor will implement a check-out/check-in log procedure for sharp utensils. The Contractor will provide and utilize a locked shadow board for the secure storage and quick inventory of knives, meat forks, and other sharp or pointed utensils. Any missing items shall be reported to the shift commander or officer in charge immediately, then to the Designated Food Service Administrator's Office in writing.

The Contractor shall be responsible for receiving all goods at the loading dock. The Contractor shall be responsible for supplying personnel for the receiving, unloading, and storage of food and related supplies. Contractor will use certified forklift drivers.

The Contractor should encourage all salespersons to call their district/area offices. If a salesperson must call on the Food Service Facility Manager, the appointment must be made in advance and the County notified of the appointment.

Contractor shall be responsible and directly pay for the replacement cost of all missing inventory. County will not reimburse for cost.

**VI     Disposables:**

Disposables/expendables shall be furnished by the Contractor. This shall include but not be limited to all paper, plastic, sacks, and other expendable items used in the operation of the food services facilities.



**VII Quality Assurance:**

The Contractor, within its proposal, is to provide the County with a written comprehensive quality assurance program, updated annually, concerning the purchase, delivery, storage, preparation, and delivery of food within the facility. Contractor's quality assurance program shall be in compliance and accordance with all regulatory standards of CURFFL, in particular CURFFL Section 113995, "Holding Potentially Hazardous Foods," which defines food temperature and storage time limits

All food shall be of good quality and be selected, stored, prepared, and served in a safe and healthful manner. Food and beverages shall not have any expired serving dates.

County shall have the right and authority to inspect the meals prepared by Contractor to determine compliance with CURFFL specifications, reject food not meeting the specifications, and withhold payment for meals or portion of meals not meeting the prescribed requirements.

If the Contractor fails to meet any of the conditions of the contract as determined by County in regard to meals, quality and storage of products, temperature of food served or noncompliance with any Federal, State, or local laws or regulations concerning food service, the County may not pay for those meals served or the County may require Contractor to assume the cost of County Administrator to monitor the unacceptable condition for a minimum for four (4) hours at compensated time and a half, until the condition is acceptable to the County.

In the event that the County is required to respond to any legal action regarding any aspect of the food services operation, the Contractor will, at the County's discretion, accompany the County to any required legal proceedings at the Contractor's expense. The Contractor shall bear the expense of any and all liability arising out of any legal action decision finding the Contractor to be the responsible party.

Any assessment of liquidated damages will be withheld from the monies owed to the Contractor. In the event that the liquidated damage(s) is of a dollar amount greater than what is owed the Contractor, the unsatisfied amount shall be paid to the County within 30 days after written demand.

In no event shall any payment (partial or full) constitute a waiver by the County of any breach of contract in regard to liquidated damages or contractual default by Contractor.

County shall have the authority to determine actual number of meals delivered and that decision shall be final.

Leave-Behind Solution - The Contractor will provide a leave-behind solution at the end of the contract term. All documentation, reports, data, etc. that pertain to this contract are the property of the County and shall be provided to the County by the potential Contractor on a secure storage medium, and in a usable, user-friendly, searchable electronic format at no cost to the County within fifteen (15) days following the expiration and/or cancellation of the AGREEMENT. The potential Contractor shall accept County's reasonable decision whether the solution provided is acceptable. The leave-behind solution shall be easily accessible for seven (7) years after contract end date, and at Fresno County's option, leave behind solution must be located in a County-designated location. This will ensure that compliance with audits, litigation, and other mandated reviews may be facilitated by the County of Fresno.

**VIII Storage:**

The Contractor shall provide in writing, within its proposal, a statement detailing how it will provide for the correct handling, prompt storage, and rotation/issue of food items purchased that will comply with CURFFL.

Leftovers not distributed to serving areas may be held at the preparation site for a maximum of one day, under proper storage conditions. Leftovers that are frozen and held at zero (0) degrees Fahrenheit may be retained for one month. Potentially hazardous leftovers suspected of contamination shall be discarded immediately. Leftovers will not be distributed to serving areas at any County location.

**IX Personnel and Hiring – Background of the Bidder:**

The successful bidder and all personnel hired for the facility must successfully complete a background investigation conducted by the County. If a contract employee is refused clearance for assignment to any facility, the Contractor shall be informed of the reason for such refusal.

Contractor will designate the Food Service Manager or his assignee as liaison between County and Contractor with respect to all notice, communications, billing, and invoices necessary for execution and performance.

The bidding Contractor shall provide job titles and descriptions and resumes for the individual(s) who will be considered for the Contractor's position of Food Service Manager and Supervising Cook. It is requested that this individual have previous experience with correctional food services. An interview with any proposed manager will be required prior to the award of the contract. If there is a change in the Food Service Manager during the life of the contract, a resume and interview will be required. The County shall have the right of refusal of any proposed Food Service Manager. The County shall be notified prior to the transfer/removal of any manager and to approve the replacement. The County reserves the right to reject and terminate any manager candidates without cause.

The County reserves the right to refuse admittance to any current employee for cause.

Contract employees shall be advised of the possibility that a hostage taking incident could occur at any time, and of the "No Hostage" policy (See Attachment "E"), which means that there will be no bargaining for the release of hostages in exchange for the release of confined inmates or minors.

No alcoholic beverages/drugs will be brought into any facility. Nor will anyone under the influence of alcoholic beverages or drugs be allowed inside.

In the event of any disturbance inside the facilities, the contract employees will immediately follow the orders of the County Facility Administrator or his/her designees.

In the event of a dispute involving County staff and the contract employee involving the work location, security measures, etc., the on-duty County Facility Administrator will have the final decision.

**X Independent Status of Contractor:**

The Contractor hereby represents and agrees that it is engaged as an independent Contractor and not as the agent, employee, or servant of the County; that it has and hereby retains the right to exercise control and supervision of the work and full control

over the employment, direction, compensation, and discharge of all persons assisting it in the work; that it will be solely responsible for wages (including withholding of income taxes and social security), taxes, worker's compensation, compliance with OSHA and all employment related regulations relating to its employees; and that it will be responsible for its own acts and those of its subordinates, employees and agents during the term of the contract. Contractor shall retain the exclusive right to hire and fire and set the terms and conditions of employment for its employees, including wages, hours, fringe benefits, duties, grievance procedures, and labor relations matters. County shall not be considered a joint employer, joint venture, or partner with Contractor.

**XI Contract Revision/Renewal:**

The County reserves the right to either increase or decrease food service requirements within the terms of the contract. The cost for the additional services only will be negotiated at the time the request is made.

The County may at its sole option, terminate the contract at the end of any County fiscal year upon 30 days written notice, for reason of non-appropriation of funds.

**XII Sanitation:**

The Contractor will obey all Federal, State and local laws and ordinances regarding health, sanitation, and safety.

The Contractor shall provide medical examinations as required by law for each employee and appropriate records shall be kept on file for County inspection.

Sanitation inspection will be conducted by designated County staff with or without notice.

**XIII Medical Clearance:**

The Contractor will require medical clearance for any employee to return to work after three (3) consecutive days of absence for illness.

**XIV Food Samples:**

The Contractor will save samples of all prepared foods for a period of not less than 48 hours of its service for testing in the event of an outbreak of food poisoning. Samples must be clearly marked as to the dates and times of preparation, service, and storage.

**XV Energy Conservation:**

When the Central Kitchen is not in use or when food preparation is at a minimum, the Contractor will assume maximum utility/energy cost conservation by turning down lights, fans, water, ovens, steam equipment and other energy consuming items.

The Contractor will be responsible for turning off all non-essential equipment in the kitchen when the area is not in use.

**XVI Assignment:**

The Contractor's rights and obligations cannot be transferred or subcontracted without the written approval from County Administration in advance. The County by the contract incurs no liability to third persons for payment of any compensation provided to Contractor.

**XVII Rights of Inspection/Complaints and Correction of Deficiencies:**

The facilities operated under contract with the County may be inspected by County staff or designated representatives for security, sanitation, safety, food standards, quality of food preparation and service, Contractor employee performance, or any other valid reason. After each inspection, the Contractor will be advised in writing of unsatisfactory conditions for which the Contractor is responsible. The Contractor will promptly correct such deficiencies and communicate in writing, within five (5) business days the solution to each problem, when it was corrected, and what has been done to prevent recurrence of the problem.

The escalation procedure shall have three (3) levels. The escalation procedure shall commence at Level one (1) and move to Level three (3). The timing between escalation levels is at the sole discretion of the County. The County shall inform the Contractor's personnel reviewing the problem of their intention to escalate to the next level.

**Level 1**

- A. On duty staff makes notification to Contractor's personnel via phone, e-mail or in person to address problem.
- B. On duty staff makes notification to Contractor's after hours personnel via phone, e-mail or in person to address problem.

**Level 2**

- C. On duty staff notifies Food Service Manager via phone, e-mail or in person of the failure to resolve problem and delay of service restoration.

**Level 3**

- D. On duty staff notifies regional office via phone, e-mail or other means of the failure to resolve problem and delay of service restoration.

**Non-Compliance:** In the event that the Contractor does not correct deficiencies in accordance with the requirements of this section, County shall at its discretion, correct the deficiency(s) and invoice Contractor for costs incurred. The amount of such costs shall be direct expenses incurred by County, labor and benefits costs plus the applicable overhead cost as determined by County. The County shall have the right of offset and thus deduct the charges from any balance owed to the Contractor.

**XVIII Menu Specifications:****A. Cycle Menu****1. MENU CYCLE**

- a. Contractor shall base their price on the attached sample menus (See Attachment "F"). **No proposals will be accepted that are not priced based on these menus.**
- b. There are TWO (2) menus:
  - (i) Adult menu
  - (ii) Juvenile menu - Must meet USDA School Meals requirements and the Healthy, Hunger-Free Kids Act of 2010 (HHFKA).

- c. The menus shall be in accordance with the provisions of "Minimum Standards for Adult Local Detention Facilities, California Code of Regulations Title 15, Article II – Food" most current version.

## 2. MENU DESCRIPTION REQUIREMENTS

- a. Menus include clearly defined descriptions of food items.
- b. All menu items must be listed as weight or volume measurements (e.g. ½ c, 3 oz., wt., etc.). All cake, muffin and cornbread portions that are cut in a pan must indicate the size of the cut (e.g. 1/60 cut).
- c. Meat portions in casseroles must include cooked weight measurements of meat or meat equivalent per portion (e.g. a 10 oz. casserole planned to include 2 oz. of meat or meat equivalent should be written on the menu as 10 oz. (2 oz. meat).
- d. Weights of entrees on menus must be indicated as cooked or raw weights. For those items purchased already fully cooked, it shall be indicated as either prior to reheating or following reheating.
- e. If imitation cheese is intended to be served, it must be indicated on the menu.
- f. Appropriate condiments to be served must be included on the written menu.

## 3. NUTRITIONAL REQUIREMENTS

- a. The Adult Menus will provide a weekly average of 2800 calories per day in addition to all required nutrients. No more than 30 percent of calories may be derived from fat.
- b. The Juvenile Menus will meet nutritional requirements. (See Attachment "G" - Nutritional Requirements)
- c. No organ meats shall be allowed in any ground meat.

## 4. NUTRITIONAL ANALYSIS - tied to actual recipes & products proposed

- a. 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.
- b. 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.

## 5. MENU & ANALYSIS CERTIFIED BY REGISTERED DIETICIAN

- a. A registered dietitian shall certify the menu in the proposal meets the most recently published Recommended Dietary Allowances and Dietary Reference Intakes for adult males as established by the National Academy of Sciences 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.
- b. 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.

**B. Plan for Product Wholesomeness**

1. Contractor will warranty that:
  - a. All meat products will be purchased from suppliers using Hazard Analysis Critical Control Point (HACCP) programs
  - b. 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.
2. Contractor will provide a written procedure for verification of food safety and quality of “opportunity buys” (defined as items purchased at a discount usually from a broker or distributor).
3. Contractor will include in the proposal its specific plan for maintaining safe and wholesome food in the facilities operated by this jurisdiction.

**C. Documentation of Meals Served**

1. Served Menu Records – Substitution Policy:
  - a. Documentation of all meals served including substitutions shall be maintained. A plan for assuring nutritional compliance with substitutions shall be provided in the proposal.
  - b. The vendor 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.
2. Standardized recipes:
  - a. Standardized recipes with portion yield data for all items shall be available and utilized.

## GROUP I – Sheriff

### Overview

The County of Fresno is soliciting proposals for one (1) vendor to provide comprehensive management of its adult correctional facilities food services. The County of Fresno currently operates three of four adult detention facilities that comprise the Fresno County Jails. On August 1, 2008 the Sheriff's Office closed the Satellite Jail, which had 300 beds. When operating the three (3) jail facilities, the Fresno County Jail has a bed capacity of 3291. Our normal inmate capacity is about 80% - 90% of the total beds available.

The County of Fresno is currently in the process of building the new West Annex Jail Facility. The vendor selection for this commissary contract will include the ability to serve commissary to those inmates. The projected construction date is January 2017 with a plan for 300 inmate beds. The South Annex Jail will eventually close when the transition to the West Annex Jail is complete. There will be an expected overlap of services, which means that commissary service may temporarily increase during the transition period and then level off to that near the existing level of beds.

Due to the custodial environment certain security requirements are enforced. Minimally, the selected Contractor's staff and any subcontractors will be required to submit to a background review for clearance. They will be required to be escorted into certain areas of the facilities, and will be required to submit lists of equipment brought into the facilities (e.g. carts). The potential Contractor shall comply with all Federal and State statutes and regulations as well as local ordinances currently in effect or hereafter adopted. The vendor that best meets all County requirements and whose system is deemed most advantageous to the County shall be chosen. The County shall be the sole evaluator in the selection process.

The locations of the adult correctional facilities are:

- 1 The South Annex Jail Facility, which is located at 2280 Fresno Street in the downtown area of the City of Fresno.
- 2 The Main Jail Facility, which is located at 1225 M Street, across the street from the South Annex Jail Facility.
- 3 The North Annex Jail Facility, which is located at 1265 M Street, next to the Main Jail Facility.
- 4 The West Annex Jail Facility will be on the same County footprint/square block as the Main Jail and North Jail (the current parking lot). **Construction not started.**

The capacity of each of these facilities and the average daily populations over the last twelve months are as follows:

FACILITY	CAPACITY	ADP
South Annex Jail	499	455
Main Jail	1,064	862
North Annex Jail	1,728	1,289
<b>TOTAL</b>	<b>3,291</b>	<b>2,606</b>

The total meal count for the period March 1, 2015 through May 31, 2015 was 773,315. This total is an aggregate of all of the jail facilities and includes staff and inmate meals.

**Inmate Menus and Meals:**

1. The Contractor shall provide, within its proposals, a 28-day menu (See Attachment "E"). Such menus shall be planned to provide a variety of foods thus preventing repetitive meals, and shall be in full compliance with California Code of Regulations Title 15, Article 2 standards and the provisions of CURFFL.

Menus will be reviewed and approved by County of Fresno Department of Health, the Board of State and Community Corrections, and the Sheriff-Coroner's Office.

Menus will be required to include an ethnic variety, reflective of the inmate population and comply with recognized religious tenets (See Attachment "H"). Menus shall be planned to offer an interesting variety of wholesome, nutritious and well-prepared foods to give maximum value.

2. Documentation of the menus as they are actually served must be maintained as verification of providing a nutritionally adequate diet. The Contractor must submit such documentation weekly to the County. If any meal served varies from the planned menu, the change will be noted on the menu. Any menu substitutions or changes must be approved by the Sheriff-Coroner's Office prior to substitution or change.
3. Medical diets shall be available upon medical authorization. Specific medical diets shall be prepared and served to inmates in accordance with directions provided by the attending physician, dentists, or as directed by a responsible authority. Special diets shall conform as closely as possible to the food served other inmates. A Registered Dietician will review all meals/meal plans, including medical diets. The medical diets will be in writing and facilitated through the current Jail Medical Services Provider (Corizon Health) to the Contractor. We have attached the current medical diet as an Attachment that was coordinated between the provider (Corizon Health) and the Contractor. (See Attachment "E")

The Contractor will be required to have the capability to prepare a Disciplinary Diet as outlined in the California Code of Regulations Title 15, Article 11, Section 1247.

4. Special holiday menus shall at a minimum be designed for New Year's Day, Easter, Independence Day, Thanksgiving, and Christmas. The menu planned must be included within the proposal. All such menus will be provided at contract rates. Contractor must begin and complete serving of meals at the times determined by the Sheriff-Coroner's Office.
5. Contractor must deliver the appropriate meals to the delivery points as designated by the Sheriff-Coroner's Office.
6. Contractor must deliver appropriate meals to all housing floors of the South Annex Jail, Main Jail, North Annex Jail and any future facility or housing floors that the Sheriff-Coroner's Office may designate.
7. Contractor will remove all equipment used to transport and serve food products from the various meal delivery points as designated by the Sheriff-Coroner's Office.
8. Contractor will develop a culinary vocational food handlers program to train and educate incarcerated individuals.



**Staff Meals:**

Contractor shall detail their recommendations for institution of an officer's dining room program. Note any specific needs such as hours of operation, location, types of meals, etc. The hours of operation are: Breakfast 0001-0430 hours, Lunch 0830-1345 hours, Dinner 1500-2000 hours. The pattern for standard staff meals, which are enhanced upscale meals, shall be offered as outlined below:

1. One hot entrée each day to be provided for the breakfast, lunch and dinner meals, along with appropriate side dishes. Each meal shall include the option of a sandwich consisting of luncheon meat and necessary condiments.
2. A salad bar consisting of fresh vegetables, garnishes, lettuce and a choice of three salad dressings one of which being vinegar and oil based.
3. Assorted fruit juices in individual containers are preferred. Fresh fruit will be offered, and if fresh fruit is not in season, canned fruit packed in its own juice, water, or light syrup will be offered.
4. Eight (8) ounces of low fat milk per meal.
5. A traditional breakfast meal consisting of eggs, omelets, French toast, pancakes, waffles, hash browns, bacon, sausage, or ham shall be served for the staff breakfast meal at least weekly between the hours of 0001-0430 hours.
6. The sandwich option and salad bar described above will be offered daily for all three meals, including when the weekly standard breakfast menu is served.
7. The Contractor will also provide on a twenty-four (24) hour, seven (7) day a week basis, bread for toast, fortified juice, margarine and dairy butter, fresh seasonal fruit, brewed regular and decaffeinated coffee, hot chocolate, tea, plus normal supplementary supplies (e.g., sugar, cream packages, etc.) in all designated staff dining and break rooms in all jail facilities and any future facilities as designated by the Sheriff-Coroner's Office.
8. Food preparation methods shall include baking, broiling, and boiling as opposed to those methods that add extra fats and oils, such as frying. Spices and herbs and garnishes shall be used to enhance the taste and improve the eye appeal of the meal.
9. Religious meals shall be available for staff working unscheduled overtime if requested.
10. Sack meals for staff called out for emergency services (e.g. SWAT, Search & Rescue) shall be made available within a reasonable time as requested (e.g. thirty (30) minutes to two (2) hours, depending on the number of sack meals being requested). Sack meals will consist of a sandwich, chips, fruit/veggies, cookies, and a drink unless otherwise specifically ordered.
11. Contractor will provide and maintain (including product) the beverage fountain machine located in the staff dining area of the North Annex Jail.
12. Contractor will provide, at least twice per year and with prior County approval, outdoor food services using a gas barbeque to allow for the cleaning of the staff dining areas.

**Menu Specifications:**

1. Pork and pork-derived products are not allowed on any menu in the Sheriff's facilities other than for staff meals.

2. Booking Sack Meals:

A. Up to 60 ADDITIONAL inmate sack meals are to be provided daily. These meals are in addition to regular inmate meals.

B. These sack meals are to consist of:

- Two sandwiches made with: 4 slices bread and 3-oz. meat and/or cheese
- Condiments
- Fresh fruit
- Cookies
- 1 packet of vitamin fortified powdered beverage mix

C. Sack meals are to be billed at regular inmate rates

D. "Mega Sacks" are utilized at the Fresno County Adult Facilities

a. The current breakfast and lunch is provided via Mega Sack meals. The menu is attached as an addendum.

b. The Mega Sacks are intended to be consumed within 4 hours. The delivery of the Mega Sacks currently start delivery at about 0430 hours, however we would like to obtain other possible start times with solutions to inmates going to court or recreational details.

Some Mega Sacks may have longer consumable hours if the sandwich/consumables are appropriate for longer periods (e.g. peanut butter and jelly).

c. The County would also like a secondary proposal, which would include two sack lunches (still having only one hot meal for dinner).

This proposal should include solutions for inmate work crews and inmates that are in court.

3. Medical & Religious Diets:

A. Contractor shall provide, at no additional cost, medical diets conforming to physician-ordered specifications.

B. Contractor shall provide at mutually agreed upon pricing other requested meals, such as, Halal, lacto-ovo vegetarian and religious meals.

C. Average Number and Type:

a. The average daily number of inmates receiving medical diets has been approximately 390 including an average of 37 night snack meals to inmates for medically approved diets.

b. The most common medical diet orders are: Diabetic and Cardiac.

c. The average daily number of inmates receiving religious diets has been approximately 49.

D. The most common religious diet orders are: Kosher

- a. The current contractor does not provide Halal meals and Kosher is used for the Halal requirement.
  - b. The County currently offers vegetarian and lacto-ovo vegetarian at no additional cost in addition to Kosher meals.
  - c. Ramadan Meals are served to Muslim inmates during Ramadan.
- E. Policies and Documentation Requirements:
- a. Contractor will submit with their proposal an outline and sample policies of their corrections diet handbook.

**Liquidated Damages:**

If, at any time, the Contractor fails to begin delivery of any scheduled meal within 15 minutes of the specified time, the Contractor shall be assessed as liquidated damages \$20 per minute for every minute that a scheduled meal is late in delivery up to a maximum of the total cost of that meal being charged to the Sheriff-Coroner's Office. Time is determined as reported by the National Institute of Standards and Technology (NIST).

If the Contractor fails to make any scheduled meal delivery, the Sheriff-Coroner's Office shall assess the Contractor as liquidated damages the sum of \$5,000 for each unsatisfied meal delivery, plus the cost of replacing the meal service from any reasonable available source. Any assessment of liquidated damages will be withheld from the monies owed to the Contractor.

## GROUP II – Probation

### Juvenile Justice Campus

The County of Fresno is soliciting proposals for the provision of cost effective food services for its Juvenile Justice Campus (JJC). This will entail preparation and delivery of meals by Contractor to two (2) separate locations within the JJC.

The capacity of this facility is 480 beds; however, the current operating capacity is 390 beds and the estimated average daily population from May 2015 to April 2015 was 290.

The County of Fresno is currently responsible for operating and maintaining the Fresno County Juvenile Justice Campus and providing meals daily to all incarcerated minors along with staff on duty.

Contractor's proposal must comply with the Board of State and Community Corrections, as specified in the 2014 Title 15 Minimum Standards for Juvenile Facilities, Article 9, as well as the California Department of Education, Nutrition Services Division, in terms of Nutrition Standards. Contractor will be expected to meet all requirements and scheduled audits to allow County reimbursement from the State for the National School Lunch and Breakfast Programs. However, note the successful bidder will submit a proposal that exceeds these minimum standards, as County desires food service of a higher quantity, quality, and flavor than the minimum standard. As an example, County desires bids for two (2) hot meals and one (1) cold meal (sack lunch) per day, whereas the minimum standard merely requires one hot meal.

Contractor is to prepare pre-portioned, temperature-appropriate meals at Contractor's kitchen facilities and deliver to two (2) separate locations (Detention and Commitment) at the JJC - where JJC staff will carry out food distribution to the living units. It is desired by County that meal service by Contractor be prepared/delivered in individual reusable consumer trays. Trays, including waste (leftover food) shall be picked up and disposed of by Contractor.

Contractor will need to be aware of future nutritional requirement changes made to the National School Lunch and Breakfast Programs and make necessary menu changes by the effective dates to allow the County to remain eligible for reimbursement from the State. (See Attachment "I" - Sodium Reduction & Attachment "J" - Implementation Timeline.)

Special diets must also be in compliance with the Board of State and Community Corrections, Title 15, Article 9, as well as the California Department of Education, Nutrition Services Division, in terms of Nutrition Standards. Meal counts for fiscal years 2011-12, 2012-13, and 2013-14 were as follows:

	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
Total Meals Served to Minors	360,739	346,956	370,620
Total Meals Served to Staff	31,500	76,446	77,745
Grand Total of Meals Served Per Year	392,239	423,402	448,365
Average Number of Meals per Day	1075	1160	1228

The Contractor will prepare and deliver individual meals in sufficient quantity to provide each minor three (3) meals per day and one (1) snack, seven (7) days per week. Each minor will be provided one (1) hot breakfast, one (1) cold (sack) lunch, one (1) hot evening meal, and one (1) evening snack. Snacks usually consist of milk and cheese crackers or peanut butter crackers.

These snacks are served four (4) evenings a week and on the other three (3) evenings, the snacks consist of milk and fruit or raisins. (See Attachment "E")

Delivery Times:

	<u>Commitment</u>	<u>Detention</u>
Breakfast/Lunch	5:15 a.m.	5:30 a.m.
Dinner/Snack	3:30 p.m.	3:45 p.m.

It is essential Contractor realize Delivery Times and actual Serving Times are different. It is anticipated not all meals will be consumed for up to two (2) hours after delivery, so pre-meal preparation by Contractor will be audited to insure compliance with preparation regulations. Contractor will receive approximate meal counts twenty four (24) hours in advance. Final count will be supplied two and a half (2 ½) hours prior to each delivery. Notification will be via phone, fax, or e-mail.

Utensils for minors will be disposable spoons only. Staff will use disposable knife, fork, and spoon.

Delivery:

Contractor will be responsible for the delivery and unloading of meals, collection of trays, utensils, and all waste generated from the provision of food from each of the defined two (2) delivery points within the JJC. Contractor will deliver the meals in individual consumer trays, and JJC staff will distribute and serve the meals to the various living units. Contractor will pick up any and all equipment used to deliver meals prior to or at the next scheduled delivery time. The Contractor will be responsible for cleaning all trays and food service equipment.

Commitment Housing:

Centralized Dining Hall – 210 juveniles housed, with a capacity of 240, in two (2) separate locations (180 juveniles in Central Dining and 30 juveniles in the High Security Pod). These locations will be served separately. Contractor shall deliver Central Dining and High Security Pod Dining in separate food carts.

Detention Housing:

Contractor's staff will deliver between eight (8) and twelve (12) mobile food carts (between 20 and 30 meals per cart) for juvenile meals to the Detention housing loading dock and JJC staff will deliver the meals to the juveniles. Contractor will also deliver 30-40 staff meals to the CORE building. Meal carts will be returned to the loading docks for pick up by Contractor prior to or at Contractor's next scheduled meal delivery. However, carts for dinner meals will be retrieved by Contractor by no later than 8:00pm daily.

The County will allow the Contractor full use of existing facilities, including capital equipment, which includes loading lifters.

The County will provide the following:

- Ingress/egress, subject to security requirements.
- Available limited storage space for evening meal snack. The Detention Facility storage area is 8' X 10' with a 5' X 7' cold box. The Commitment Facility storage area is 12' X 13' with a 5' X 7' cold box.

## RESPONSIBILITIES OF THE CONTRACTOR

### Juvenile Menu and Meals:

The Contractor shall provide within its proposals, a 28 day cycle menu including portion serving sizes. Menus shall be approved by the California Department of Education Child Nutrition and Food Distribution Division. Such menus shall be planned to provide a variety of foods thus preventing repetitive meals and be in accordance with all appropriate governmental agencies.

The County participates in the USDA's National School Breakfast & Lunch Programs for its juvenile inmates.

- The menu must be developed using the Healthy, Hunger-Free Kids Act of 2010 (HHFKA) as outlined by USDA regulation.
- CONTRACTOR must also outline in its proposal the training provided to the Food Service Director on the processes required for maintaining reimbursement status (food purchases, recipes, documentation and USDA audits).
- CONTRACTOR must outline in its proposal how it will meet the HACCP plan for juveniles that will meet the USDA requirement for such a program.
- The CONTRACTOR must outline in its proposal how it will assist the County in implementing a Wellness plan for juveniles that meets the USDA requirement for such a program.

Menus shall be provided to JJC administration for approval 14 days in advance of the first items served.

Documentation of menus as they are actually served must be maintained in accordance with the State Department of Education. The Contractor must submit such documentation weekly to JJC administration.

### Medical and Religious Diets:

Medical/Therapeutic diets shall be available upon medical authorization, or as directed by JJC administration. Specific diets shall be prepared and served to minors according to the orders of the attending physician, dentist, as directed by the responsible health authority, or as directed by staff. Medical diets should be specific and complete and will be furnished in writing to the Contractor. Special diets shall conform as closely as possible to the food served to other juveniles.

Religious diets can, in most cases, have a food item (like pork) be substituted with an acceptable item and for the remainder of the regular menu.

There are approximately 45 medical/therapeutic and religious diets per day.

Special holiday menus shall be designed for New Year's Day, Easter, Independence Day, Thanksgiving, and Christmas. The menu planned must be included within the proposal.

Upon prior notification to the Contractor, the JJC Administration reserves the right to request a special menu, (e.g. cold meat plates, barbeques, etc.). During the course of a year, specialty meals of this type may be requested a minimum of 24 days in advance for 30 minors.

Menus should include an ethnic variety, reflective of the inmate population. Ethnic foods are representative of the population, but are not served based solely upon the percentages of the inmate population (See Attachment "H").

Food preparation methods shall include baking, broiling, and boiling in preference to those methods which add extra fats and oils, such as frying. Spices and herbs and garnishes shall be used to enhance the taste and improve eye appeal of the meal.

Meal Service:

County will provide Contractor, 24 hours in advance, with an estimate of the number of meals that will be required for the following day. County will verify with Contractor, two and one half (2 ½) hours prior to each delivery, the exact number of meals required for that day's consumption. The County will provide to the Contractor specific meal orders by type and location.

Staff will be served an "enhanced" meal.

Quality Assurance:

In the event the Contractor fails to deliver any meals or portions of meals as agreed upon, as determined by Probation, Probation may procure meals elsewhere and charge the Contractor the additional cost of such replacement meals, plus any expenses incurred by Probation in procuring such replacement meals.

The Contractor will be assessed liquidated damages for such additional costs in the amount of \$100 per hour plus the cost of food and mileage. Any assessment for liquidated damages will be withheld from the monies owed to the Contractor.

Liquidated Damages:

If at any time Contractor fails to begin delivery of any scheduled meal within 15 minutes of the specified time, the Contractor shall be assessed as liquidated damages \$20 dollars per minute for every minute that a scheduled meal is late in delivery up to a maximum of the total cost of that meal being charged to the Sheriff's Department. Time is determined as reported by the National Institute of Standards and Technology (NIST)

If the Contractor fails to make any scheduled meal delivery, the Sheriff's Office shall assess the Contractor as liquidated damages the sum of \$5,000 for each unsatisfied meal delivery, plus the cost of replacing the meal service from any reasonable available source. Any assessment of liquidated damages will be withheld from the monies owed to the Contractor.

## COST PROPOSAL

- The bidder shall propose a “per meal” unit price for each of the two County Departments identified under this RFP (Sheriff-Coroner’s Office and Department of Probation).
- The proposed pricing shall include all food, labor, materials, transportation, utilities, taxes, fees, small wares etc. to provide all meals, snacks, bulk foods, and services specified under this RFP; the Contractor shall conform to all requirements, terms, and conditions set forth herein.
- The proposed cost shall indicate the pre-sales tax cost per meal. The amount of sales tax per meal and the total cost per meal including sales tax.
- The bidder’s proposed pricing shall reflect the use of the County’s Central Kitchen in accordance with the requirements of this RFP.
- The bidder must propose pricing for both County Departments.
- The proposed pricing shall be based on a three (3) year contract term subject to the previously stated escalation provision.
- Pricing for the Sheriff (Jail) and the Juvenile Justice Campus shall be stated as a per meal or snack cost and shall be based on the facility’s daily population. The cost per meal will be based on a sliding scale using inmate population to determine the meal cost. The inmate population used in determining meal cost will be the quantity stated when meals are delivered. This may potentially result in two different meal prices for one day.
- The vendor shall complete the following Cost Proposal schedules; such schedules allow for different pricing in increments of one hundred inmates for the Sheriff’s Office and pricing increments of 25 inmates for Juvenile Justice Campus.

### **FAITHFUL PERFORMANCE BOND**

Bidder shall quote the cost of a Faithful Performance Bond which guarantees their performance under the ensuing agreement. Such bond shall be in the amount of five hundred thousand dollars (\$500,000.00) and shall be maintained for the agreement’s three (3) year term.

Faithful Performance bond - \$500,000.00 / 3 years                      \$ \_\_\_\_\_

The cost of bond will be added to the contract amount if required. Payment for the cost of bond will be made monthly in 36 equal payments over the term of the agreement.



**COST PROPOSAL GROUP I - FRESNO COUNTY JAIL**

INMATE POPULATION		DAILY MEAL COUNT		YEARLY MEAL COUNT		PER MEAL PRICE
LOW	HIGH	LOW	HIGH	LOW	HIGH	
1,000	1,099	3,000	3,297	1,095,000	1,203,405	\$
1,100	1,199	3,300	3,597	1,204,500	1,312,905	\$
1,200	1,299	3,600	3,897	1,314,000	1,422,405	\$
1,300	1,399	3,900	4,197	1,423,500	1,531,905	\$
1,400	1,499	4,200	4,497	1,533,000	1,641,405	\$
1,500	1,599	4,500	4,797	1,642,500	1,750,905	\$
1,600	1,699	4,800	5,097	1,752,000	1,860,405	\$
1,700	1,799	5,100	5,397	1,861,500	1,969,905	\$
1,800	1,899	5,400	5,697	1,971,000	2,079,405	\$
1,900	1,999	5,700	5,997	2,080,500	2,188,905	\$
2,000	2,099	6,000	6,297	2,190,000	2,298,405	\$
2,100	2,199	6,300	6,597	2,299,500	2,407,905	\$
2,200	2,299	6,600	6,897	2,409,000	2,517,405	\$
2,300	2,399	6,900	7,197	2,518,500	2,626,905	\$
2,400	2,499	7,200	7,497	2,628,000	2,736,405	\$
2,500	2,599	7,500	7,797	2,737,500	2,845,905	\$
2,600	2,699	7,800	8,097	2,847,000	2,955,405	\$
2,700	2,799	8,100	8,397	2,956,500	3,064,905	\$
2,800	2,899	8,400	8,697	3,066,000	3,174,405	\$
2,900	2,999	8,700	8,997	3,175,500	3,283,905	\$
3,000	3,099	9,000	9,297	3,285,000	3,393,405	\$
3,100	3,199	9,300	9,597	3,394,500	3,502,905	\$
3,200	3,299	9,600	9,897	3,504,000	3,612,405	\$
3,300	3,399	9,900	10,197	3,613,500	3,721,905	\$
3,400	3,499	10,200	10,497	3,723,000	3,831,405	\$
3,500	3,599	10,500	10,797	3,832,500	3,940,905	\$
Special Diet Meals						\$
Staff						\$

## COST PROPOSAL GROUP II – JUVENILE JUSTICE CAMPUS

INMATE POPULATION		DAILY MEAL COUNT		YEARLY MEAL COUNT		DAILY SNACK COUNT		YEARLY SNACK COUNT		PER MEAL PRICE	PER SNACK PRICE
LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH	LOW	HIGH		
455	480	1,365	1,440	498,225	525,600	455	480	166,075	175,200	\$	\$
430	454	1,290	1,362	470,850	497,130	430	454	156,950	165,710	\$	\$
405	429	1,215	1,287	443,475	469,755	405	429	147,825	156,585	\$	\$
380	404	1,140	1,212	416,100	442,380	380	404	138,700	147,460	\$	\$
355	379	1,065	1,137	388,725	415,005	355	379	129,575	138,335	\$	\$
330	354	990	1,062	361,350	387,630	330	354	120,450	129,210	\$	\$
305	329	915	987	333,975	360,255	305	329	111,325	120,085	\$	\$
280	304	840	912	306,600	332,880	280	304	102,200	110,960	\$	\$
255	279	765	837	279,225	305,505	255	279	93,075	101,835	\$	\$
230	254	690	762	251,850	278,130	230	254	83,950	92,710	\$	\$
205	229	615	687	224,475	250,755	205	229	74,825	83,585	\$	\$
180	204	540	612	197,100	223,380	180	204	65,700	74,460	\$	\$

Special Diet Meals	1 Each	\$
Staff Meals	1 Each	\$

## PROPOSAL CONTENT REQUIREMENTS

**It is important that the vendor submit his/her proposal in accordance with the format and instructions provided under this section. Doing so will facilitate the evaluation of the proposal. It will limit the possibility of a poor rating due to the omission or mis-categorization of the requested information. Responding in the requested format will enhance the evaluation team's item by item comparison of each proposal item. The vendor's proposal may be placed at a disadvantage if submitted in a format other than that identified below.**

Bidders are requested to submit their proposals in a binder (one that allows for easy removal of pages) with index tabs separating the sections identified. Each page should be numbered.

**Each binder is to be clearly marked on the cover with the proposal name, number, closing date, "Original" or "Copy", and bidder's name.**

Merely offering to meet the specifications is insufficient and will not be accepted. Each bidder shall submit a complete proposal with all information requested. Supportive material may be attached as appendices. All pages, including the appendices, must be numbered.

**Vendors are instructed not to submit confidential, proprietary and related information within the request for proposal. If you are submitting trade secrets, it must be submitted in a separate binder clearly marked "TRADE SECRETS", see Trade Secret Acknowledgement section.**

The content and sequence of the proposals will be as follows:

- I. RFP PAGE 1 AND ADDENDUM(S) PAGE 1 (IF APPLICABLE) completed and signed by participating individual or agency.
- II. COVER LETTER: A one-page cover letter and introduction including the company name and address of the bidder and the name, address and telephone number of the person or persons to be used for contact and who will be authorized to make representations for the bidder.
  - A. Whether the bidder is an individual, partnership or corporation shall also be stated. It will be signed by the individual, partner, or an officer or agent of the corporation authorized to bind the corporation, depending upon the legal nature of the bidder. A corporation submitting a proposal may be required before the contract is finally awarded to furnish a certificate as to its corporate existence, and satisfactory evidence as to the officer or officers authorized to execute the contract on behalf of the corporation.
- III. TABLE OF CONTENTS
- IV. CONFLICT OF INTEREST STATEMENT: The Contractor may become involved in situations where conflict of interest could occur due to individual or organizational activities that occur within the County. In this section the bidder should address the potential, if any, for conflict of interest and indicate plans, if applicable, to address potential conflict of interest. This section will be reviewed by County Counsel for compliance with conflict of interest as part of the review process. The Contractor shall comply with all federal, state and local conflict of interest laws, statutes and regulations.

V. TRADE SECRET:

A. Sign where required.

VI. CERTIFICATION – DISCLOSURE – CRIMINAL HISTORY & CIVIL ACTIONS

VII. REFERENCES

VIII. PARTICIPATION

IX. EXCEPTIONS: This portion of the proposal will note any exceptions to the requirements and conditions taken by the bidder. If exceptions are not noted, the County will assume that the bidder's proposals meet those requirements. The exceptions shall be noted as follows:

- A. Exceptions to General Conditions.
- B. Exceptions to General Requirements.
- C. Exceptions to Specific Terms and Conditions.
- D. Exceptions to Scope of Work.
- E. Exceptions to Proposal Content Requirements.
- F. Exceptions to any other part of this RFP.

X. VENDOR COMPANY DATA: This section should include:

- A. A narrative which demonstrates the vendor's basic familiarity or experience with problems associated with this service/project.
- B. Descriptions of any similar or related contracts under which the bidder has provided services.
- C. Descriptions of the qualifications of the individual(s) providing the services.
- D. Any material (including letters of support or endorsement) indicative of the bidder's capability.
- E. A brief description of the bidder's current operations, and ability to provide the services.
- F. Copies of the audited Financial Statements for the last three (3) years for the agency or program that will be providing the service(s) proposed. If audited statements are not available, compiled or reviewed statements will be accepted with copies of three years of corresponding federal tax returns. This information is to be provided after the RFP closes, if requested. **Do not provide with your proposal.**
- G. Describe all contracts that have been terminated before completion within the last five (5) years:
  - 1. Agency contract with

2. Date of original contract
  3. Reason for termination
  4. Contact person and telephone number for agency
- H. Describe all lawsuit(s) or legal action(s) that are currently pending; and any lawsuit(s) or legal action(s) that have been resolved within the last five (5) years:
1. Location filed, name of court and docket number
  2. Nature of the lawsuit or legal action
- I. Describe any payment problems that you have had with the County within the past three (3) years:
1. Funding source
  2. Date(s) and amount(s)
  3. Resolution
  4. Impact to financial viability of organization.
- XI. SCOPE OF WORK:
- A. Bidders are to use this section to describe the essence of their proposal.
- B. This section should be formatted as follows:
1. A general discussion of your understanding of the project, the Scope of Work proposed and a summary of the features of your proposal.
  2. A detailed description of your proposal as it relates to each item listed under the "Scope of Work" section of this RFP. Bidder's response should be stated in the same order as are the "Scope of Work" items. Each description should begin with a restatement of the "Scope of Work" item that it is addressing. Bidders must explain their approach and method of satisfying each of the listed items.
- C. When reports or other documentation are to be a part of the proposal a sample of each must be submitted. Reports should be referenced in this section and submitted in a separate section entitled "REPORTS."
- D. A complete description of any alternative solutions or approaches to accomplishing the desired results.
- XII. COST PROPOSAL: Quotations may be prepared in any manner to best demonstrate the worthiness of your proposal. Include details and rates/fees for all services, materials, equipment, etc. to be provided or optional under the proposal.
- XIII. CHECK LIST

## AWARD CRITERIA

### **COST**

- A. As submitted under the "COST PROPOSAL" section.

### **CAPABILITY AND QUALIFICATIONS**

- A. Do the service descriptions address all the areas identified in the RFP? Will the proposed services satisfy County's needs and to what degree?
- B. Does the bidder demonstrate knowledge or awareness of the problems associated with providing the services proposed and knowledge of laws, regulations, statutes and effective operating principles required to provide this service?
- a. Dietician/Qualifications
  - b. Religious and Medical Meals – adequacy and recommendation to alleviate or off-set costs for increased religious meals (Kosher, Halal, etc.).
  - c. Food Service Safety/Regulations (e.g. maintaining the temperature of the meals from the kitchen to the inmate).
  - d. Solutions to possible problems associated with adding a sack lunch to the Jail (not just a Mega Sack), due in part, because of court appearances or medical appointments.
- C. The amount of demonstrated experience in providing the services desired in a California County. If limited experience in a California County, their references from similar size counties out of California that may demonstrate their ability to abide by California requirements

### **MANAGEMENT PLAN**

- A. Is the organizational plan and management structure adequate and appropriate for overseeing the proposed services?

## CHECK LIST

This Checklist is provided to assist vendors in the preparation of their RFP response. Included in this list, are important requirements and is the responsibility of the bidder to submit with the RFP package in order to make the RFP compliant. Because this checklist is just a guideline, the bidder must read and comply with the RFP in its entirety.

*Check off each of the following:*

1. \_\_\_\_\_ The Request for Proposal (RFP) has been signed and completed.
2. \_\_\_\_\_ Addenda, if any, have been completed, signed and included in the bid package.
3. \_\_\_\_\_ **One (1) original** plus **seven (7) copies** of the RFP have been provided.
4. \_\_\_\_\_ **Two (2) \*reproducible compact discs** of the RFP have been provided.
5. \_\_\_\_\_ The completed *Trade Secret Form* as provided with this RFP (Confidential/Trade Secret Information, if provided must be in a separate binder).
6. \_\_\_\_\_ The completed *Criminal History Disclosure Form* as provided with this RFP.
7. \_\_\_\_\_ The completed *Participation Form* as provided with this RFP.
8. \_\_\_\_\_ The completed *Reference List* as provided with this RFP.
9. \_\_\_\_\_ Indicate all of bidder exceptions to the County's requirements, conditions and specifications as stated within this RFP.
10. \_\_\_\_\_ Lastly, on the **LOWER LEFT HAND CORNER** of the sealed envelope, box, etc. transmitting your bid include the following information:

County of Fresno RFP No.	<u>952-5365</u>
Closing Date:	<u>August 20, 2015</u>
Closing Time:	<u>2:00 P.M.</u>
Commodity or Service:	<u>Meal Service - Fresno County Jail and Juvenile Justice Campus</u>

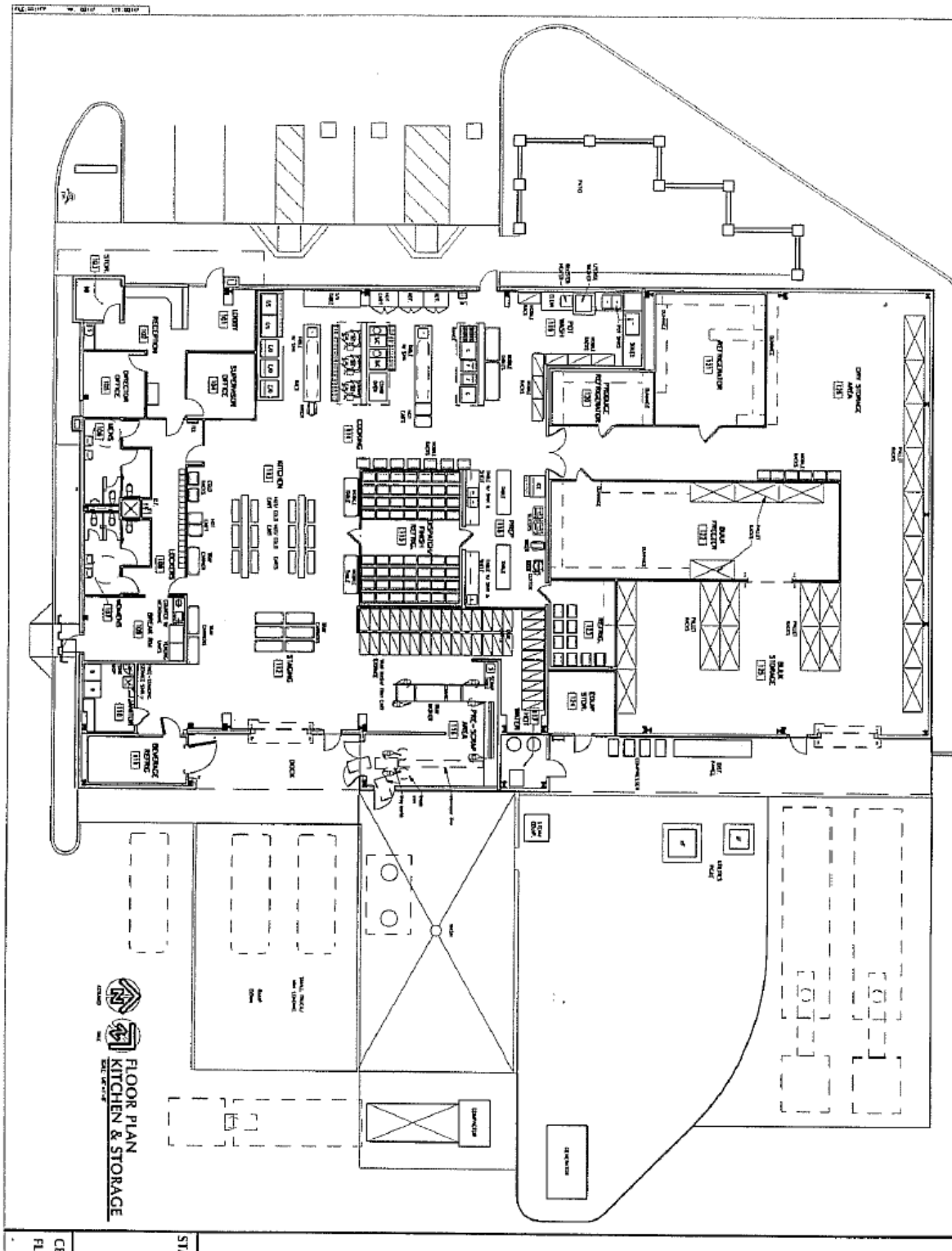
**Return Checklist with your RFP response.**

## ATTACHMENTS

- A. Central Kitchen floorplan
- B. Maintenance schedule
- C. Central Kitchen Map
- D. JJC Site Map
- E. "No Hostage" Policy
- F. Sample Menues
- G. Nutrition Requirements
- H. Ethnicity Statistics
- I. Sodium Reduction
- J. Implementation Timeline
- K. Central Kitchen Utility Expense
- L. Meal Historical Data
- M. Maintenance Expense
- N. Delivery Schedule



# ATTACHMENT "A" – CENTRAL KITCHEN FLOORPLAN



## Attachment B - Equipment Maintenance Schedule

<b><u>Equipment Description</u></b>	<b><u>Quantity</u></b>	<b><u>Maintenance Service Schedule</u></b>
Salvajor 300 Disposals	3	Quarterly
Stern SWB 320/U31A	1	Quarterly
Stern STWI 10 Dishwasher 1	1	Quarterly
Scottsmand V8425 Ice Machine	1	Bi-annually (including 2 filters)
Market Forge Steam Kettle DL-100	2	Quarterly
Cleavland KDL-80 F	1	Quarterly
Cleavland Gas Steam Kettle KGL-100	1	Quarterly
Cleavland Gas Steam Kettle KGL-150	1	Quarterly
Global Food Slicers	2	Quarterly
Food Cutter - Hobart HC450	1	Quarterly
Food Cutter - Hobart 84145	1	Quarterly
Food Cutter - Hobart 84186	1	Quarterly
Vulcan hart 40 Gal Tilt Skillet	1	Quarterly
Hobart A-200 Electric Mixers	2	Quarterly
Rankin Delux Grill Top T636C	1	Quarterly
Montague Grizzly 6 Burner Range	1	Quarterly
True T-35 Refrigerator	1	Quarterly
Duke TEHF-60PG1 Steam table	1	Quarterly
FEW Warming Cart	1	Quarterly
Southbin Ovens	6	Quarterly
Vulcan Ovens	6	Quarterly

# ATTACHMENT "C" - CENTRAL KITCHEN MAP



CITY OF FRESNO MAP



[illegible]

# ATTACHMENT "E" – "NO HOSTAGE" POLICY

EFFECTIVE DATE: 12-18-89

REVISED: 08-06-90, 12-25-94, 05-06-96, 09-01-99,  
12-01-10

APPROVED BY: Sheriff M. Mims

BY: Assistant Sheriff T. Gattie

AUTHORITY: California Code of Regulations, Title 15, Section 1029(a)(7)(B)  
and Penal Code Section 236.

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## PURPOSE:

The purpose of this policy is to establish procedures which provide for the resolution of a hostage-taking incident while preserving the safety of staff, public, inmates, and hostages, and maintaining facility security.

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## POLICY:

The Fresno County Sheriff's Office Jail Division maintains a **NO HOSTAGE FACILITY** and will not consider bargaining with hostage takers for ANY reason.

It is the policy of the Fresno County Sheriff's Office Jail Division that once any staff member is taken hostage, they immediately lose their authority and any orders issued by that person will not be followed regardless of their rank or status.

It is the policy of the Fresno County Sheriff's Office Jail Division that the primary responsibility of all staff members in a hostage situation is to protect every person involved, if possible, from serious injury or death.

---

## PROCEDURES:

### I. DEFINITION

**HOSTAGE SITUATION:** any staff member, citizen or inmate held against their will by another person for the purpose of escape, monetary gain or any reason which may place an individual in danger of losing life or suffering serious injury.

### II. NOTIFICATIONS, CONTAINMENT AND CONTROL OF THE SITUATION

A. Emergency procedures and notifications shall be implemented as per Emergency Planning procedures (B-101/FILE: EMERGENCY).

- B. The Watch Commander will notify the Patrol Watch Commander and apprise them of the incident. The Patrol Watch Commander may be requested to activate the Crisis Negotiations Team (CNT), outside support agencies, equipment, personnel, and dispatch a detective to the scene for the crime report.

### III. DURING NEGOTIATIONS

- A. While at the scene, the CNT members will conduct all verbal or written communications between the hostage taker(s) and the Incident Commander. CNT will immediately notify the Incident Commander of any changes in the following situations:
  - 1. Hostage status
  - 2. Incident changes and developments
  - 3. Hostage taker demands
  - 4. Any and all pertinent information concerning the incident
- B. Staff members at the scene not actively involved with negotiations will not act or speak out to the hostage taker(s) or hostages.
- C. The Tactical Commander will formulate a plan to take the necessary actions, using the appropriate force, to terminate the hostage situation in the event negotiations fail. Hostage safety will be of paramount concern.

“YOU ARE ENTERING A NO HOSTAGE FACILITY. EMPLOYEES WILL NOT RECOGNIZE HOSTAGES FOR BARGAINING PURPOSES OR PERMIT INMATES OR OTHERS TO USE HOSTAGES TO ESCAPE FROM CUSTODY. PERSONS ENTERING THIS FACILITY MAY BE SUBJECT TO SEARCH.



## Attachment F - Sample Menus

Trinity Services Group  
Adult Weekly Cycle Menu  
Fresno County Sheriff's Department

Fresno, CA

Menu Week

1

Reviewed: 2/15

Account #20268

State: California

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
	1	4	7	10	13	16	19
B	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each	Citrus Fruit OR 3/4 C Juice 1 Each
R	Dry Cereal 1 Cup	Dry Cereal 1 Cup	Dry Cereal 1 Cup	Dry Cereal 1 Cup	Dry Cereal 1 Cup	Dry Cereal 1 Cup	Dry Cereal 1 Cup
E	Eggs, boiled 2 Each		Peanut Butter 1.5 WZ		Eggs, boiled 2 Each	Peanut Butter 1.5 WZ	
A		Coffeeecake 1/4E Slice		Coffeeecake 1/4E Slice			Coffeeecake 1/4E Slice
K	Pastry 1 Each	Wheat Bread 2 Slice	Wheat Bread 2 Slice	Wheat Bread 2 Slice	Pastry 1 Each	Wheat Bread 2 Slice	Wheat Bread 2 Slice
F		Jelly PKT 2 Each	Jelly PKT 2 Each	Jelly PKT 2 Each		Jelly PKT 2 Each	Jelly PKT 2 Each
A	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each	Sugar Substitute PKT 1 Each
S	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup
T	Meal # 2	Meal # 5	Meal # 8	Meal # 11	Meal # 14	Meal # 17	Meal # 20
L	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ	T Luncheon Meat 2 WZ
U	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ	Sliced Cheese 2 WZ
N	Wheat Bread 4 Slice	Wheat Bread 4 Slice	Wheat Bread 4 Slice	Wheat Bread 4 Slice	Wheat Bread 4 Slice	Wheat Bread 4 Slice	Wheat Bread 4 Slice
C	Mustard PKT 2 Each	Salad Dressing PKT 2 Each	Mustard PKT 2 Each	Salad Dressing PKT 2 Each	Mustard PKT 2 Each	Salad Dressing PKT 2 Each	Mustard PKT 2 Each
H	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup	Carrot Sticks 1/2 Cup
	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each
	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each	Punch PKTw/250 mg Calcium 1 Each
	Meal # 3	Meal # 6	Meal # 9	Meal # 12	Meal # 15	Meal # 18	Meal # 21
D	Taco Meat with Beans (2 OZ Meat+1 Cup Beans) 12 FZ	Spanish Meat and Meat Casserole (3 OZ Meat) 12 FZ	Potatoes & T. Ham Casserole (3 OZ Meat) 12 FZ	Hamburger Patty 3 WZ	Noodles with Diced Turkey Casserole (3 OZ Meat) 12 FZ	Taco Meat with Beans (2 OZ Meat+1 Cup Beans) 12 FZ	Turkey Country Slew (1/2 Cup Veggies/3 oz Meat) 10 FZ
I	Mexi-Corn 1 Cup	Mixed Vegetables 1 Cup	Vegetables 1 Cup	Wheat Bread 2 Slice	Green Beans 1 Cup	Mixed Vegetables 1 Cup	Steamed Rice 1 Cup
N	Garden Salad with Dressing 1/2 Cup	Garden Salad with Dressing 1/2 Cup	Garden Salad with Dressing 1/2 Cup	Baked Beans 1 Cup	Garden Salad with Dressing 1/2 Cup	Shredded Lettuce/Onions 1/2 Cup	Coleslaw 1 Cup
E	Corn Tortillas, 6" 2 Each	Cornbread 1/4E Slice	Cornbread 1/4E Slice	Vegetables 1 Cup	Wheat Bread 2 Slice	Salsa 2 FZ	Cornbread 1/4E Slice
R	Plain Cake 1/4E Each	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Shredded Lettuce/Onions 1/2 Cup	Margarine w/Vit A 2/3 WZ	Plain Cake 1/4E Slice	Margarine w/Vit A 2/3 WZ
	Punch PKTw/250 mg Calcium 1 Cup	Cookie 2 Each	Cookie 2 Each	Salad Dressing 2 Tbsp	Cookie 2 Each	Cookie 2 Each	Cookie 2 Each
		Punch PKTw/250 mg Calcium 1 Cup	Punch PKTw/250 mg Calcium 1 Cup	Plain Cake 1/4E Each	Punch PKTw/250 mg Calcium 1 Cup	Punch PKTw/250 mg Calcium 1 Cup	Punch PKTw/250 mg Calcium 1 Cup

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns. \*One each salt & pepper packets served with meals as needed. \*All portions listed are served as cooked weights. 5 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 3 Milk/Mlk product/day (can be from a calcium-fortified food containing at least 250 mg. of calcium). 3 Servings Meat/Meat Alternate totaling 42 grams protein/day.

*Rene Donnelly, R.D.*

02/01/15

Dietitians Signature

Date

Food Service Manager

Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Adult Weekly Cycle Menu  
Fresno County Sheriff's Department

Fresno, CA

Account #20268

STATE: California

Menu Week

2

Reviewed: 2/15

	MONDAY	22	TUESDAY	25	WEDNESDAY	28	THURSDAY	31	FRIDAY	34	SATURDAY	37	SUNDAY	40
B R E A K F A S T	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each
	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup
	Coffee/cake	1/48 Slice	Eggs, boiled	2 Each	Coffee/cake	1/48 Slice	Eggs, boiled	2 Each	Peanut Butter	1.5 WZ	Coffee/cake	1/48 Slice	Peanut Butter	1.5 WZ
	Wheat Bread	2 Slice	Pastry	1 Each	Wheat Bread	2 Slice	Pastry	1 Each	Wheat Bread	2 Slice	Wheat Bread	2 Slice	Wheat Bread	2 Slice
	Jelly PKT	2 Each			Jelly PKT	2 Each			Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each
	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each
	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup
	Meal # 23		Meal # 26		Meal # 29		Meal # 32		Meal # 35		Meal # 38		Meal # 41	
L U N C H	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ
	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ
	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice
	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each
	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup
	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each
	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each
	Meal # 24		Meal # 27		Meal # 30		Meal # 33		Meal # 36		Meal # 39		Meal # 42	
D I N E R	Hot Sliced T Ham	3 WZ	T Hot Dogs (10/1)	2 Each	Taco Meat with Beans	12 FZ	Turkey Stew	12 FZ	T Ham	3 WZ	Italian Spaghetti and	12 FZ	Meat & Bean Burrito Filling	12 FZ
	Pinto Beans	1 Cup	Mustard Pkts	2 Each	(2 OZ Meat + 1 Cup Beans)		(3 OZ Meat + 1/2 C Veg)		Gravy	1/3 Cup	Meat Sauce (3 OZ Meat)		(2 OZ Meat + 1 cup Beans)	
	Green Beans	1 Cup	Ranch Beans	1 Cup			Steamed Rice	1 Cup	Creamed Potatoes	1 Cup				
	Garden Salad with	1/2 Cup	Mixed Veg/Carrot (Vit A)	1 Cup	Mexi-Corn	1 Cup	Garden Salad with	1/2 Cup	Mixed Vegetables	1 Cup	Vegetables	1 Cup	Corn	1 Cup
	Dressing	2 Tbsp	Garden Salad with	1/2 Cup	Coleslaw	1/2 Cup	Dressing	2 Tbsp	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Shredded Lettuce/Onions	1/2 Cup
	Cornbread	1/48 Slice	Dressing	2 Tbsp					Dressing	2 Tbsp	Dressing	2 Tbsp	Dressing	2 Tbsp
	Margarine w/Vit A	2/3 WZ	Wheat Bread	2 Slice	Corn Tortillas 6"	2 Each	Cornbread	1/48 Slice	Wheat Bread	2 Slice	Wheat Bread	2 Slice	Corn Tortillas 6"	2 Each
	Cookie	2 Each	Margarine w/Vit A	2/3 WZ	Salsa	1/4 Cup	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ
	Punch PKT w/250 mg Calcium	1 Cup	Plain Cake	1/48 Each	Plain Cake	1/48 Each	Cookie	2 Each	Plain Cake	1/48 Each	Cookie	2 Each	Plain Cake	1/48 Each
			Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns. \*One each salt & pepper packets served with meals as needed.  
\*All portions listed are served as cooked weights. 5 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 3 Milk/Milk product/day (can be from a calcium-fortified food containing at least 250 mg. of calcium). 3 Servings Meat/Meat Alternate totaling 42 grams protein/day.

*Renee Donnelly, R.D.*

02/01/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date



## Attachment F - Sample Menus

Trinity Services Group  
Adult Weekly Cycle Menu  
Fresno County Sheriff's DepartmentFresno, CA  
Account #20268

Menu Week

3

Reviewed: 2/15

STATE: California

	MONDAY	Meal # 43	TUESDAY	Meal # 46	WEDNESDAY	Meal # 49	THURSDAY	Meal # 52	FRIDAY	Meal # 55	SATURDAY	Meal # 58	SUNDAY	Meal # 61
B R E A K F A S T	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each	Citrus Fruit OR 3/4 C Juice	1 Each
	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup
	Eggs, boiled	2 Each	Peanut Butter	1.5 WZ	Coffee cake	1/48 Slice	Eggs, boiled	2 Each	Peanut Butter	1.5 WZ	Coffee cake	1/48 Slice	Coffee cake	1/48 Slice
	Pastry	1 Each	Wheat Bread	2 Slice	Wheat Bread	2 Slice	Pastry	1 Each	Wheat Bread	2 Slice	Wheat Bread	2 Slice	Wheat Bread	2 Slice
	Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each	Jelly PKT	2 Each
L U N C H	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each
	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup
	Meal # 44		Meal # 47		Meal # 50		Meal # 53		Meal # 56		Meal # 59		Meal # 62	
	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ	T Luncheon Meat	2 WZ
	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ	Sliced Cheese	2 WZ
D I N E R	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice
	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each	Salad Dressing PKT	2 Each	Mustard PKT	2 Each
	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup	Carrot Sticks	1/2 Cup
	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each
	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each	Punch PKT w/250 mg Calcium	1 Each
D I N E R	Meal # 45		Meal # 48		Meal # 51		Meal # 54		Meal # 57		Meal # 60		Meal # 63	
	Turkey Stew	12 FZ	Salsbury Patty	3 WZ	Chili con Carne w/Beans	12 FZ	Turkey Tetrazini (2 oz meal)	12 FZ	Meat & Bean Burrito Mix	12 FZ	Hamburger Patty	3 WZ	Italian Meat Sauce and	12 FZ
	(3 OZ Meat + 1/2 C Veg)		Gravy	1/3 Cup	(2 OZ Meat + 1 C Beans)		with Noodles		(2 OZ Meat + 1 Cup Beans)				(3 oz Meat)	
	Steamed Rice	1 Cup	Creamed Potatoes	1 Cup	Steamed Rice	1 Cup					Ranch Beans	1 Cup		
	Garden Salad with	1/2 Cup	Mixed Vegetables	1 Cup	Vegetables	1 Cup	Mixed Vegetables	1 Cup	Corn	1 Cup	Mixed Vegetables	1 Cup	Green Beans	1 Cup
D I N E R	Dressing	2 Tbsp	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Shredded Lettuce/Onions	1/2 Cup	Garden Salad with	1/2 Cup
	Cornbread	1/48 Slice	Dressing	2 Tbsp	Dressing	2 Tbsp	Dressing	2 Tbsp	Dressing	2 Tbsp	Mustard Pkt	1 Each	Dressing	2 Tbsp
	Margarine w/Vit A	2/3 WZ	Wheat Bread	2 Slice	Cornbread	1/48 Slice	Cornbread	1/48 Slice	Flour Tortilla, 8"	1 Each	Wheat Bread	2 Slice	Wheat Bread	2 Slice
	Cookie	2 Each	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Salsa	1/4 Cup	Cookie	2 Each	Margarine w/Vit A	2/3 WZ
	Punch PKT w/250 mg Calcium	1 Cup	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Cookie	2 Each	Plain Cake	1/48 Each
			Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup	Punch PKT w/250 mg Calcium	1 Cup

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns. \*One each salt & pepper packets served with meals as needed.  
 \*All portions listed are served as cooked weights. 5 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 3 Milk/Milk product/day (can be from a calcium-fortified food containing at least 250 mg. of calcium). 3 Servings Heartbeat Alternate totaling 12 grams protein/day.

Rana Donnelly, R.D.

02/11/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Adult Weekly Cycle Menu  
Fresno County Sheriff's Department

Fresno, CA

Account #20268

STATE: California

Menu Week 4 Reviewed: 2/15

	MONDAY 64	TUESDAY 67	WEDNESDAY 70	THURSDAY 73	FRIDAY 76	SATURDAY 79	SUNDAY 82
B R E A K F A S T	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Peanut Butter 1.5 WZ Wheat Bread 2 Slice Jelly PKT 2 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Coffeecake 1/48 Slice Wheat Bread 2 Slice Jelly PKT 2 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Eggs, boiled 2 Each Pastry 1 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Coffeecake 1/48 Slice Wheat Bread 2 Slice Jelly PKT 2 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Eggs, boiled 2 Each Pastry 1 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Peanut Butter 1.5 WZ Wheat Bread 2 Slice Jelly PKT 2 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup	Citrus Fruit OR 3/4 C Juice 1 Each Dry Cereal 1 Cup Coffeecake 1/48 Slice Wheat Bread 2 Slice Jelly PKT 2 Each Sugar Substitute PKT 1 Each Milk, 1% with Vit A&D 1 Cup
L U N C H	Meal # 65 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 68 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Salad Dressing PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 71 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 74 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Salad Dressing PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 77 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 80 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Salad Dressing PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each	Meal # 83 T Luncheon Meat 2 WZ Sliced Cheese 2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Carrot Sticks 1/2 Cup Cookie 2 Each Punch PKTw250 mg Calcium 1 Each
D I N E R	Meal # 66 T Hot Dogs (10/1) 2 Each Mustard PKTS 2 Each Ranch Beans 1 Cup Mixed Vegetables 1 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Plain Cake 1/48 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 69 Chili con Carne w/Beans (2 OZ Meat + 1 C Beans) 12 FZ Corn 1 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/48 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 72 Sliced T Ham 3 WZ Mustard PKT 1 Each Pinto Beans 1 Cup Mixed Vegetables 1 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/48 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 75 Mexican Rice, Tomato and Turkey Cass (3 OZ Meat) 12 FZ Green Beans 1 Cup Shredded Lettuce/Onions 1/2 Cup Dressing 2 Tbsp Cornbread 1/48 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 78 Hamburger Patty 3 WZ Brown Gravy 1/4 Cup Creamed Potatoes 1 Cup Mixed Vegetables 1 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Plain Cake 1/48 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 81 Chili Macaroni & Tomato Casserole (3 OZ Meat) 12 FZ Vegetables 1 Cup Shredded Lettuce/Onions 1/2 Cup Dressing 2 Tbsp Cornbread 1/48 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Punch PKTw250 mg Calcium 1 Cup	Meal # 84 Turkey Stew (3 OZ Meat + 1/2 cup Veggie) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/48 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Punch PKTw250 mg Calcium 1 Cup

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns. \*One each salt & pepper packets served with meals as needed.  
\*All portions listed are served as cooked weights. 5 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Tide 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain/day. 3 Milk/Milk product/day (can be from a calcium-fortified food containing at least 250 mg. of calcium). 3 Servings Meat/Meal Alternate totaling 42 grams protein/day.

Rana Donnelly, L.O.

02/01/16

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date



## Attachment F - Sample Menus

**Trinity Services Group**  
**Weekly Cycle Menu (Grades 6-8)**  
**Fresno County Juvenile Justice Campus**

Fresno, CA

Acct # 20628

State: California

Menu Week 1 REVISED: 3/15

	MONDAY	1	TUESDAY	4	WEDNESDAY	7	THURSDAY	10	FRIDAY	13	SATURDAY	16	SUNDAY	19
B	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup
R	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup
E	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup
A	Eggs, boiled	1 Each												
K					Whole Wheat Pancakes	2 Each	Sausage	2 WZ	Eggs, boiled	1 Each	Sausage Patty	2 WZ	Whole Wheat Pancakes	2 Each
F					Syrup	2 FZ							Syrup	2 FZ
A	Wheat Bread	1 Each	Wheat Bread	1 Each	Hashbrowns	1/3 Cup							Hashbrowns	1/3 Cup
S	Jelly	1 Each	Jelly	1 Each			Wheat Bread	1 Slice	Wheat Bread	1 Slice	Wheat Bread	1 Slice		
T							Jelly	1 WZ	Jelly	1 Each	Jelly	1 Each		
	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each
	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
	Meal # 2		Meal # 5		Meal # 8		Meal # 11		Meal # 14		Meal # 17		Meal # 20	
L	T Luncheon Meat	2 WZ	Chicken Salad	3 WZ	Peanut Butter	2 WZ	T Luncheon Meat	2 WZ	Chicken Salad	3 WZ	Peanut Butter	2 WZ	Chicken Salad	2 WZ
U	Sliced Cheese	1/2 WZ	Wheat Bread	2 Slice	Wheat Bread	3 Slice	Sliced Cheese	1/2 WZ	Wheat Bread	2 Slice	Wheat Bread	3 Slice	Wheat Bread	2 Slice
N	Wheat Bread	3 Slice			Jelly PKT	1 WZ	Wheat Bread	3 Slice			Jelly PKT	1 Each		
C	Mustard Pkt	2 Each	Dark Green Salad	1 Cup			Mustard Pkt	2 Each						
H	Carrot Sticks (Vit A)	1/2 Cup	with Dressing	1/2 FZ	Carrot Sticks (Vit A)	1/2 Cup	Carrot Sticks (Vit A)	1/2 Cup	Carrot Sticks (Vit A)	1/2 Cup	Low Fat Potato Salad	1/2 Cup	Bean Dip	1/2 Cup
	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup
	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup
	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup
	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
	Meal # 3		Meal # 6		Meal # 9		Meal # 12		Meal # 15		Meal # 18		Meal # 21	
D	Taco Meat with Beans	12 FZ	Spanish Mac and Meat	12 FZ	Potatoes & T Ham	12 FZ	Hamburger Patty	3 WZ	Noodles with Diced Turkey	12 FZ	Taco Meat with Beans	12 FZ	Turkey Country Stew	12 FZ
I	(2 OZ Meat+1 Cup Beans)		Casserole (3 OZ Meat)	12 FZ	Casserole (3 OZ Meat)	12 FZ	Wheat Bread	2 Slices	Casserole (3 OZ Meat)	12 FZ	(2 OZ Meat+1 Cup Beans)		(1/2 Cup Veggies/3 oz Meat)	
N	Mexi-Corn	1/2 Cup	Mixed Vegetables	1/2 Cup	Vegetables	1/2 Cup	Baked Beans	1 Cup			Flour Tortilla, 6"	2 Each	Steamed Rice	1 Cup
N	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Vegetables	1/2 Cup	Green Beans	1/2 Cup	Mixed Vegetables	1/2 Cup	Coleslaw	1/2 Cup
E	Dressing	2 Tbsp	Dressing	2 Tbsp	Dressing	2 Tbsp	Shredded Lettuce/Onions	1/2 Cup	Garden Salad with	1/2 Cup	Shredded Lettuce/Onions	1/2 Cup		
R	Flour Tortillas, 6"	2 Each	Cornbread	1/54 Slice	Cornbread	1/54 Slice	Salad Dressing	2 Tbsp	Dressing	2 Tbsp	Salsa	2 FZ	Cornbread	1/54 Slice
S	Plain Cake	1/65 Each	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Plain Cake	1/4E Each	Wheat Bread	2 Slice	Margarine w/Vit A	2/3 WZ	Cookie	2 Each
K	Milk, 1% with Vit A&D	1 Cup	Cookie	2 Each	Cookie	2 Each	Milk, 1% with Vit A&D	1 Cup	Cookie	2 Each	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup
	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
	PB & Cheese Crackers	4 Each	Fruit	3/4 Cup	PB & Cheese Crackers	4 Each	Raisins	3/4 Cup	PB & Cheese Crackers	4 Each	Fruit	3/4 Cup	PB & Cheese Crackers	4 Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/Milk product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day.

##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals

Fruit 1/2 cup may equal: 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

*Renee Donnelly, L.D.*

03/16/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 6-8)  
Fresno County Juvenile Justice Campus

Fresno, CA

Acct # 20828

Menu Week

2

REVISED: 3/15

STATE: California

	MONDAY	22	TUESDAY	25	WEDNESDAY	28	THURSDAY	31	FRIDAY	34	SATURDAY	37	SUNDAY	40
B R E A K F A S T	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup
	Sausage 2 WZ	Eggs, boiled 1 Each	Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup	Sausage 2 WZ	Eggs, boiled 1 Each	Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup	Sausage 2 WZ	Eggs, boiled 1 Each	Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup	Sausage 2 WZ	Eggs, boiled 1 Each	Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup	Sausage 2 WZ	Eggs, boiled 1 Each
	Wheat Bread 1 Slice Jelly 1 WZ	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each	Wheat Bread 1 Slice Jelly 1 Each
	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup
	Meal # 23	Meal # 26	Meal # 29	Meal # 32	Meal # 35	Meal # 38	Meal # 41	Meal # 44	Meal # 47	Meal # 50	Meal # 53	Meal # 56	Meal # 59	Meal # 62
L U N C H	Chicken Salad 3 WZ Wheat Bread 2 Slice	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard PKT 2 Each	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard PKT 2 Each	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard PKT 2 Each	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard PKT 2 Each
	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup	Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup
	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup	##Milk Variety 1 Cup
	Meal # 24	Meal # 27	Meal # 30	Meal # 33	Meal # 36	Meal # 39	Meal # 42	Meal # 45	Meal # 48	Meal # 51	Meal # 54	Meal # 57	Meal # 60	Meal # 63
D I N E	Hot Sliced T Ham 3 WZ Pinto Beans 1 Cup	T Hot Dogs (10/1) 2 Each Mustard Pkts 2 Each Ranch Beans 1 Cup	Taco Meat with Beans 12 FZ (2 OZ Meat+1 Cup Beans)	Turkey Stew 12 FZ (3 OZ Meat+1/2 C Veg) Steamed Rice 1 Cup	T Ham 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup	Taco Meat with Beans 12 FZ (2 OZ Meat+1 Cup Beans)	Turkey Stew 12 FZ (3 OZ Meat+1/2 C Veg) Steamed Rice 1 Cup	Hot Sliced T Ham 3 WZ Pinto Beans 1 Cup	T Ham 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup	Taco Meat with Beans 12 FZ (2 OZ Meat+1 Cup Beans)	Turkey Stew 12 FZ (3 OZ Meat+1/2 C Veg) Steamed Rice 1 Cup	Hot Sliced T Ham 3 WZ Pinto Beans 1 Cup	T Ham 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup	Taco Meat with Beans 12 FZ (2 OZ Meat+1 Cup Beans)
	Green Beans 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Veg/Carrot (Vit A) 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mexi-Corn 1/2 Cup Coleslaw 1/2 Cup	Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Veg/Carrot (Vit A) 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mexi-Corn 1/2 Cup Coleslaw 1/2 Cup	Green Beans 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Veg/Carrot (Vit A) 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mexi-Corn 1/2 Cup Coleslaw 1/2 Cup	Green Beans 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp	Mixed Veg/Carrot (Vit A) 1/2 Cup Garden Salad with Dressing 1/2 Cup 2 Tbsp
	Cornbread 1/54 Slice	Wheat Bread 2 Slice	Flour Tortillas 6" 2 Each	Cornbread 1/54 Slice	Wheat Bread 2 Slice	Flour Tortillas 6" 2 Each	Cornbread 1/54 Slice	Cornbread 1/54 Slice	Wheat Bread 2 Slice	Flour Tortillas 6" 2 Each	Cornbread 1/54 Slice	Wheat Bread 2 Slice	Flour Tortillas 6" 2 Each	Cornbread 1/54 Slice
	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Salsa 1/4 Cup	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Salsa 1/4 Cup	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Salsa 1/4 Cup	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Margarine w/Vit A 2/3 WZ	Salsa 1/4 Cup
	Cookie 2 Each	Plain Cake 1/48 Each	Plain Cake 1/48 Each	Cookie 2 Each	Plain Cake 1/48 Each	Plain Cake 1/48 Each	Cookie 2 Each	Cookie 2 Each	Plain Cake 1/48 Each	Plain Cake 1/48 Each	Cookie 2 Each	Plain Cake 1/48 Each	Plain Cake 1/48 Each	Cookie 2 Each
	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup	Milk, 1% with Vit A&D 1 Cup
S N K	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Raisins 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Raisins 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Tide 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/part whole grain)/day. 4 Milk/Milk product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals. Fruit 1/2 cup may equal 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

*Rene Donnelly, RD*

03/16/16

Dietitians Signature

Date

Food Service Manager

Date

Client's Signature

Date



## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 6-8)  
Fresno County Juvenile Justice Campus

Fresno, CA  
Acct # 20628

Menu Week

3

REVISED: 3/15

STATE: California

	MONDAY	43	TUESDAY	46	WEDNESDAY	49	THURSDAY	52	FRIDAY	55	SATURDAY	58	SUNDAY	61
B R E A K F A S T	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 WZ Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Scrambled Eggs 2 WZ Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Sausage Patty 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage Patty 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup		Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/3 Cup Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	
L U N C H E O N	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 44	Chicken Salad 3 WZ Wheat Bread 2 Slice Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Chips 1/2 WZ ##Milk Variety 1 Cup	Meal # 47	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 50	Chicken Salad 3 WZ Wheat Bread 2 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 53	Peanut Butter 2 WZ Wheat Bread 3 Slice Jelly PKT 1 WZ Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 56	T Luncheon Meat 2 WZ Sliced Cheese 1/2 WZ Wheat Bread 3 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 59	Chicken Salad 3 WZ Wheat Bread 2 Slice Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 62
D I N E R	Turkey Stew (3 OZ Meat + 1/2 C Veg) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 45	Salsbury Patty 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 48	Chili con Carne w/Beans (2 OZ Meat + 1 C Beans) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 51	meat) 12 FZ with Noodles Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 54	Meat & Bean Burrito Mix (2 OZ Meat + 1 Cup Beans) 12 FZ Corn 1/2 Cup Garden Salad with Dressing 1/2 Cup Flour Tortilla, 8" 1 Each Salsa 1/4 Cup Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 57	Hamburger Patty 3 WZ Ranch Beans 1 Cup Mixed Vegetables 1/2 Cup Shredded Lettuce/Onions 1/2 Cup Mustard Pkt 1 Each Wheat Bread 2 Slice Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 60	Italian Meat Sauce and Pasta (3 oz Meat) 12 FZ Green Beans 1/2 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/54 Each Milk, 1% with Vit A&D 1 Cup	Meal # 63
S N A K	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each		##Milk Variety 1 Cup Fruit 3/4 Cup		##Milk Variety 1 Cup PB & Cheese Crackers 4 Each		##Milk Variety 1 Cup Raisins 3/4 Cup		##Milk Variety 1 Cup PB & Cheese Crackers 4 Each		##Milk Variety 1 Cup Fruit 3/4 Cup		##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 8 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain/day). 4 Milk/Milk product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals. Fruit 1/2 cup may equal 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit.

*Rana Donnelly, C.D.*

03/15/15

Dietitians Signature

Date

Food Service Manager

Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 6-8)  
Fresno County Juvenile Justice Campus

Fresno, CA  
Acct # 20628

STATE: California

Menu Week 4 REVISED: 3/15

	MONDAY 64			TUESDAY 67			WEDNESDAY 70			THURSDAY 73			FRIDAY 76			SATURDAY 79			SUNDAY 82		
B	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup
R	100% Juice	1/2	Cup	100% Juice	1/2	Cup	100% Juice	1/2	Cup	100% Juice	1/2	Cup	100% Juice	1/2	Cup	100% Juice	1/2	Cup	100% Juice	1/2	Cup
E	Dry Cereal	1	Cup	Dry Cereal	1	Cup							Dry Cereal	1	Cup						
A	Sausage	2	WZ	Eggs, boiled	1	Each	Scrambled Eggs	2	WZ	Whole Wheat Pancakes	2	Each	Sausage Patty	2	WZ	Eggs, boiled	1	Each	Whole Wheat Pancakes	2	Each
K							Sausage	2	WZ	Syrup	2	FZ	Hash Browns	1/2	Cup				Syrup	2	FZ
F										Hashbrowns	1/3	Cup							Hashbrowns	1/3	Cup
A	Wheat Bread	1	Slice	Wheat Bread	1	Slice	Wheat Bread	1	Slice				Wheat Bread	1	Each	Wheat Bread	1	Slice			
S	Jelly	1	WZ	Jelly	1	Each	Jelly	1	Each				Jelly	1	Each	Jelly	1	Each			
T	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each	Sugar Substitute PKT	1	Each
	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup
	Meal # 65			Meal # 68			Meal # 71			Meal # 74			Meal # 77			Meal # 80			Meal # 83		
L	Chicken Salad	3	WZ	T Luncheon Meat	2	WZ	Chicken Salad	3	WZ	Peanut Butter	2	WZ	T Luncheon Meat	2	WZ	Chicken Salad	3	WZ	Peanut Butter	2	WZ
U				Sliced Cheese	1/2	WZ							Sliced Cheese	1/2	WZ						
N	Wheat Bread	2	Slice	Wheat Bread	3	Slice	Wheat Bread	2	Slice	Wheat Bread	3	Slice	Wheat Bread	3	Slice	Wheat Bread	2	Slice	Wheat Bread	3	Slice
C				Mustard PKT	2	Each			Jelly PKT	1	WZ			Mustard Pkt	2	Each			Jelly PKT	1	WZ
H	Bean Dip	1/2	Cup	Carrot Sticks (Vit A)	1/2	Cup	Dark Green Salad	1	Cup	Carrot Sticks (Vit A)	1/2	Cup	Carrot Sticks (Vit A)	1/2	Cup	Carrot Sticks (Vit A)	1/2	Cup	Low Fat Potato Salad	1/2	Cup
	Assorted Vegetables	1/2	Cup	Assorted Vegetables	1/2	Cup	with Dressing	1/2	FZ	Assorted Vegetables	1/2	Cup	Assorted Vegetables	1/2	Cup	Assorted Vegetables	1/2	Cup	Assorted Vegetables	1/2	Cup
	100% Fruit Juice	1/2	Cup	100% Fruit Juice	1/2	Cup	Assorted Vegetables	1/2	Cup	100% Fruit Juice	1/2	Cup	100% Fruit Juice	1/2	Cup	100% Fruit Juice	1/2	Cup	100% Fruit Juice	1/2	Cup
	Fruit	1/2	Cup	Fruit	1/2	Cup	100% Fruit Juice	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup	Fruit	1/2	Cup
	Chips	1/2	WZ				Fruit	1/2	Cup												
	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup
	Meal # 66			Meal # 69			Meal # 72			Meal # 75			Meal # 78			Meal # 81			Meal # 84		
D	T Hot Dogs (10/1)	2	Each	Chili con Carne w/Beans	12	FZ	Sliced T Ham	3	WZ	and			Hamburger Patty	3	WZ	Chili Macaroni & Tomato			Turkey Stew	12	FZ
I	Mustard PKTS	2	Each	(2 OZ Meat + 1 C Beans)			Mustard PKT	1	Each	Turkey Cass (3 OZ Meat)	12	FZ	Brown Gravy	1/4	Cup	Casserole (3 OZ Meat)	12	FZ	(3 OZ Meat + 1/2 cup Veggie)		
N	Ranch Beans	1	Cup				Pinto Beans	1	Cup				Creamed Potatoes	1	Cup				Steamed Rice	1	Cup
E	Mixed Vegetables	1/2	Cup	Corn	1/2	Cup	Mixed Vegetables	1/2	Cup	Green Beans	1/2	Cup	Mixed Vegetables	1/2	Cup	Vegetables	1/2	Cup	Garden Salad with	1/2	Cup
R	Garden Salad with	1/2	Cup	Garden Salad with	1/2	Cup	Garden Salad with	1/2	Cup	Shredded Lettuce/Onions	1/2	Cup	Garden Salad with	1/2	Cup	Shredded Lettuce/Onions	1/2	Cup	Dressing	2	Tbsp
	Dressing	2	Tbsp	Dressing	2	Tbsp	Dressing	2	Tbsp	Dressing	2	Tbsp	Dressing	2	Tbsp	Dressing	2	Tbsp			
	Wheat Bread	2	Slice	Wheat Bread	2	Slice	Wheat Bread	2	Slice	Combread	1/54	Slice	Wheat Bread	2	Slice	Combread	1/54	Slice	Combread	1/54	Slice
	Plain Cake	1/48	Each	Margarine w/Vit A	2/3	WZ	Margarine w/Vit A	2/3	WZ	Margarine w/Vit A	2/3	WZ	Margarine w/Vit A	2/3	WZ	Margarine w/Vit A	2/3	WZ	Margarine w/Vit A	2/3	WZ
	Milk, 1% with Vit A&D	1	Cup	Plain Cake	1/48	Each	Plain Cake	1/48	Each	Cookie	2	Each	Plain Cake	1/48	Each	Cookie	2	Each	Cookie	2	Each
				Milk, 1% with Vit A&D	1	Cup	Milk, 1% with Vit A&D	1	Cup	Milk, 1% with Vit A&D	1	Cup	Milk, 1% with Vit A&D	1	Cup	Milk, 1% with Vit A&D	1	Cup	Milk, 1% with Vit A&D	1	Cup
	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup	##Milk Variety	1	Cup
	PB & Cheese Crackers	4	Each	Fruit	3/4	Cup	PB & Cheese Crackers	4	Each	Raisins	3/4	Cup	PB & Cheese Crackers	4	Each	Fruit	3/4	Cup	PB & Cheese Crackers	4	Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Table 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/M&M product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals. Fruit 1/2 cup may equal 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

Laura Donnelly, C.D.

03/16/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date



## Attachment F - Sample Menus

**Trinity Services Group**  
**Weekly Cycle Menu (Grades 9-12)**  
**Fresno County Juvenile Justice Campus**

Fresno, CA

Acct # 20628

State: California

Menu Week 1 REVISED: 3/15

	MONDAY	1	TUESDAY	4	WEDNESDAY	7	THURSDAY	10	FRIDAY	13	SATURDAY	16	SUNDAY	19
B	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup
R	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup	100% Juice	1/2 Cup
E	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup	Dry Cereal	1 Cup
A	Eggs, boiled	1 Each	Scrambled Eggs	3 WZ	Whole Wheat Pancakes	2 Each	Sausage	2 WZ	Eggs, boiled	1 Each	Sausage	2 WZ	Whole Wheat Pancakes	3 Each
K					Syrup	2 FZ							Syrup	2 FZ
F					Hashbrowns	1/2 Cup							Hashbrowns	1/2 Cup
A	Wheat Bread	2 Each	Wheat Bread	1 Each			Wheat Bread	1 Slice	Wheat Bread	2 Slice	Wheat Bread	1 Slice		
S	Jelly	1 Each	Jelly	1 Each			Jelly	1 Each	Jelly	1 Each	Jelly	1 Each		
T	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each	Sugar Substitute PKT	1 Each
	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
	Meal # 2		Meal # 5		Meal # 8		Meal # 11		Meal # 14		Meal # 17		Meal # 20	
L	T Luncheon Meat	3 WZ	Chicken Salad	3 WZ	Peanut Butter	2 WZ	T Luncheon Meat	3 WZ	Chicken Salad	3 WZ	Peanut Butter	2 WZ	Chicken Salad	3 WZ
U	Sliced Cheese	1/2 WZ	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Sliced Cheese	1/2 WZ	Wheat Bread	4 Slice	Wheat Bread	4 Slice	Wheat Bread	4 Slice
N	Wheat Bread	4 Slice			Jelly PKT	1 Each	Wheat Bread	4 Slice			Jelly PKT	1 Each		
C	Mustard PKT	2 Each	Dark Green Salad	1 Cup	Carrot Sticks (Vit A)	1/2 Cup	Mustard PKT	2 Each	Carrot Sticks (Vit A)	1/2 Cup	Low Fat Potato Salad	1/2 Cup	Bean Dip	1/2 Cup
H	Carrot Sticks (Vit A)	1/2 Cup	with Dressing	1/2 FZ	Assorted Vegetables	1/2 Cup	Carrot Sticks (Vit A)	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup
	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	100% Fruit Juice	1/2 Cup	Assorted Vegetables	1/2 Cup	Assorted Vegetables	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup
	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	Fruit	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	100% Fruit Juice	1/2 Cup	Fruit	1/2 Cup
	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Fruit	1/2 Cup	Corn Chips	1/2 WZ
	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
	Meal # 3		Meal # 6		Meal # 9		Meal # 12		Meal # 15		Meal # 18		Meal # 21	
D	Taco Meat with Beans	12 FZ	Spanish Mac and Meat	12 FZ	Potatoes & T Ham	12 FZ	Hamburger Patty	3 WZ	Noodles with Diced Turkey	12 FZ	Taco Meat with Beans	12 FZ	Turkey Country Stew	12 FZ
I	(2 OZ Meat+1 Cup Beans)		Casserole (3 OZ Meat)		Casserole (3 OZ Meat)		Wheat Bread	2 Slice	Casserole (3 OZ Meat)		(1/2 OZ Meat+1 Cup Beans)		(1/2 Cup Veggies/3 oz Meat)	
N							Baked Beans	1 Cup			Flour Tortilla, 6"	2 Each	Steamed Rice	1 Cup
E	Mexi-Corn	1/2 Cup	Mixed Vegetables	1/2 Cup	Vegetables	1/2 Cup	Vegetables	1/2 Cup	Green Beans	1/2 Cup	Mixed Vegetables	1/2 Cup	Coleslaw	1/2 Cup
R	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Garden Salad with	1/2 Cup	Shredded Lettuce/Onions	1/2 Cup	Garden Salad with	1/2 Cup	Shredded Lettuce/Onions	1/2 Cup	Combread	1/54 Slice
	Dressing	2 Tbsp	Dressing	2 Tbsp	Dressing	2 Tbsp	Salad Dressing	2 Tbsp	Dressing	2 Tbsp	Salsa	2 FZ	Margarine w/Vit A	2/3 WZ
	Flour Tortillas, 6"	2 Each	Cornbread	1/54 Slice	Cornbread	1/54 Slice			Wheat Bread	2 Slice			Cookie	2 Each
	Plain Cake	1/54 Each	Margarine w/Vit A	2/3 WZ	Margarine w/Vit A	2/3 WZ	Plain Cake	1/54 Each	Margarine w/Vit A	2/3 WZ	Plain Cake	1/54 Slice	Milk, 1% with Vit A&D	1 Cup
	Milk, 1% with Vit A&D	1 Cup	Cookie	2 Each	Cookie	2 Each	Milk, 1% with Vit A&D	1 Cup	Cookie	2 Each	Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup
S			Milk, 1% with Vit A&D	1 Cup	Milk, 1% with Vit A&D	1 Cup			##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
N	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup	##Milk Variety	1 Cup
K	PB & Cheese Crackers	4 Each	Fruit	3/4 Cup	PB & Cheese Crackers	4 Each	Raisins	3/4 Cup	PB & Cheese Crackers	4 Each	Fruit	3/4 Cup	PB & Cheese Crackers	4 Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per T de 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/Milk product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals. Fruit 1/2 cup may equal: 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

*Anna Domestky, RD*

03/16/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 9-12)  
Fresno County Juvenile Justice Campus

Fresno, CA  
Acct # 20628

STATE: California

Menu Week 2 REVISED: 3/15

	MONDAY 22	TUESDAY 25	WEDNESDAY 28	THURSDAY 31	FRIDAY 34	SATURDAY 37	SUNDAY 40
B R E A K F A S T	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/2 Cup Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Scrambled Eggs 3 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/2 Cup Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup
L U N C H	Meal # 23 Chicken Salad 3 WZ Wheat Bread 4 Slice Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	Meal # 26 Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 Each Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 29 T Luncheon Meat 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	Meal # 32 Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	Meal # 35 Chicken Salad 3 WZ Wheat Bread 4 Slice Dark Green Salad with Dressing 1 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 38 T Luncheon Meat 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard PKT 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 41 Chicken Salad 3 WZ Wheat Bread 4 Slice Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup
D I N E R	Meal # 24 Hot Sliced T Ham 3 WZ Pinto Beans 1 Cup Green Beans 1/2 Cup Garden Salad with Dressing 2 Tbsp Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 27 T Hot Dogs (10/1) 2 Each Mustard PKts 2 Each Ranch Beans 1 Cup Mixed Veg/Carrot (Vit A) 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/54 Each Milk, 1% with Vit A&D 1 Cup	Meal # 30 Taco Meat with Beans 12 FZ (2 OZ Meat + 1 Cup Beans) Mexi-Corn 1/2 Cup Coleslaw 1/2 Cup Flour Tortillas 6" 2 Each Salsa 1/4 Cup Plain Cake 1/54 Each Milk, 1% with Vit A&D 1 Cup	Meal # 33 Turkey Stew (3 OZ Meat + 1/2 C Veg) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 36 T Ham 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/54 Each Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 39 Italian Spaghetti and Meat Sauce (3 OZ Meat) 12 FZ Vegetables 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 42 Meat & Bean Burrito Filling 12 FZ (2 OZ Meat + 1 cup Beans) Corn 1/2 Cup Shredded Lettuce/Onions 1/2 Cup Dressing 2 Tbsp Flour Tortillas 6" 2 Each Plain Cake 1/54 Each Milk, 1% with Vit A&D 1 Cup
S N A K	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Raisins 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.  
\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Tide 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/Milk product/day.  
3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals. Fruit 1/2 cup may equal: 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

*Anna Donnelly, R.D.*

03/16/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date



## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 9-12)  
Fresno County Juvenile Justice Campus  
Fresno, CA  
Acct # 20628

STATE: California

Menu Week 3 REVISED: 3/15

	MONDAY 43	TUESDAY 46	WEDNESDAY 49	THURSDAY 52	FRIDAY 55	SATURDAY 58	SUNDAY 61
B R E A K F A S T	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Synp 2 FZ Hashbrowns 1/2 Cup Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Scrambled Eggs 3 WZ Sausage Patty 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Sausage Patty 2 WZ Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage Patty 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Whole Wheat Pancakes 3 Each Synp 2 FZ Hashbrowns 1/2 Cup Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup
L U N C H	Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 Each Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Chicken Salad 3 WZ Wheat Bread 4 Slice Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	T Luncheon Meal 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Chicken Salad 3 WZ Wheat Bread 4 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	T Luncheon Meal 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Chicken Salad 3 WZ Wheat Bread 4 Slice Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup
D I N E	Turkey Stew (3 OZ Meat + 1/2 C Veg) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Salisbury Patty 3 WZ Gravy 1/3 Cup Creamed Potatoes 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Chili con Carne w/Beans (2 OZ Meat + 1 C Beans) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Turkey Tetrazini (2 oz meat) with Noodles 12 FZ Mixed Vegetables 1/2 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meat & Bean Burrito Mix (2 OZ Meat + 1 Cup Beans) 12 FZ Corn 1/2 Cup Garden Salad with Dressing 1/2 Cup Flour Tortilla, 8" 1 Each Salsa 1/4 Cup Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Hamburger Patty 3 WZ Ranch Beans 1 Cup Mixed Vegetables 1/2 Cup Shredded Lettuce/Onions 1/2 Cup Mustard Pkt 1 Each Wheat Bread 2 Slice Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Italian Meat Sauce and (3 oz Meat) 12 FZ Green Beans 1/2 Cup Garden Salad with Dressing 1/2 Cup Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/48 Each Milk, 1% with Vit A&D 1 Cup
S N K	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Raisins 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	##Milk Variety 1 Cup Fruit 3/4 Cup	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.  
\*All portions listed are served as cooked weights. 6 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per Title 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/Milk product/day.  
3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals Fruit 1/2 cup may equal 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

Rana Dandally, CO

03/16/15

Dietitians Signature Date

Food Service Manager Date

Client's Signature

Date

## Attachment F - Sample Menus

Trinity Services Group  
Weekly Cycle Menu (Grades 9-12)  
Fresno County Juvenile Justice Campus

Fresno, CA  
Acct # 20628

STATE: California

Menu Week 4 REVISED: 3/15

	MONDAY	64	TUESDAY	67	WEDNESDAY	70	THURSDAY	73	FRIDAY	76	SATURDAY	79	SUNDAY	82
B R E A K F A S T	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 64	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 67	Fruit 1/2 Cup 100% Juice 1/2 Cup Scrambled Eggs 3 WZ Sausage 2 WZ Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 70	Fruit 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/2 Cup Wheat Bread 1 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 73	Fruit 1/2 Cup 100% Juice 1/2 Cup Sausage Patty 2 WZ Hash Browns 1/2 Cup Wheat Bread 1 Each Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 76	Fruit 1/2 Cup 100% Juice 1/2 Cup Dry Cereal 1 Cup Eggs, boiled 1 Each Wheat Bread 2 Slice Jelly 1 Each Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 79	Fruit 1/2 Cup 100% Juice 1/2 Cup 100% Juice 1/2 Cup Whole Wheat Pancakes 2 Each Syrup 2 FZ Hashbrowns 1/2 Cup Sugar Substitute PKT 1 Each ##Milk Variety 1 Cup	Meal # 82
L U N C H	Chicken Salad 3 WZ Wheat Bread 4 Slice Bean Dip 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1 WZ ##Milk Variety 1 Cup	Meal # 65	T Luncheon Meat 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 68	Chicken Salad 3 WZ Wheat Bread 4 Slice Dark Green Salad 1 Cup with Dressing 1/2 FZ Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup Corn Chips 1/2 WZ ##Milk Variety 1 Cup	Meal # 71	Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 WZ Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 74	T Luncheon Meat 3 WZ Sliced Cheese 1/2 WZ Wheat Bread 4 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 77	Chicken Salad 3 WZ Wheat Bread 4 Slice Mustard Pkt 2 Each Carrot Sticks (Vit A) 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 80	Peanut Butter 2 WZ Wheat Bread 4 Slice Jelly PKT 1 WZ Low Fat Potato Salad 1/2 Cup Assorted Vegetables 1/2 Cup 100% Fruit Juice 1/2 Cup Fruit 1/2 Cup ##Milk Variety 1 Cup	Meal # 83
D I N E R	T Hot Dogs (10/1) 2 Each Mustard PKTS 2 Each Ranch Beans 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Plain Cake 1/4R Each Milk, 1% with Vit A&D 1 Cup	Meal # 66	Chili con Carne w/Beans (2 OZ Meat + 1 C Beans) 12 FZ Corn 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/4R Each Milk, 1% with Vit A&D 1 Cup	Meal # 69	Sliced T Ham 3 WZ Mustard PKT 1 Each Pinto Beans 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Margarine w/Vit A 2/3 WZ Plain Cake 1/4R Each Milk, 1% with Vit A&D 1 Cup	Meal # 72	Mexican Rice, Tomato and Turkey Cass (3 OZ Meat) 12 FZ Green Beans 1/2 Cup Shredded Lettuce/Onions 1/2 Cup Dressing 2 Tbsp Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 75	Hamburger Patty 3 WZ Brown Gravy 1/4 Cup Creamed Potatoes 1 Cup Mixed Vegetables 1/2 Cup Garden Salad with Dressing 2 Tbsp Wheat Bread 2 Slice Plain Cake 1/4R Each Milk, 1% with Vit A&D 1 Cup	Meal # 78	Chili Macaroni & Tomato Casserole (3 OZ Meat) 12 FZ Vegetables 1/2 Cup Shredded Lettuce/Onions 1/2 Cup Dressing 2 Tbsp Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 81	Turkey Stew (3 OZ Meat + 1/2 cup Veggie) 12 FZ Steamed Rice 1 Cup Garden Salad with Dressing 1/2 Cup Cornbread 1/54 Slice Margarine w/Vit A 2/3 WZ Cookie 2 Each Milk, 1% with Vit A&D 1 Cup	Meal # 84
S N A K	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	Meal # 66	##Milk Variety 1 Cup Fruit 3/4 Cup	Meal # 69	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	Meal # 72	##Milk Variety 1 Cup Raisins 3/4 Cup	Meal # 75	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	Meal # 78	##Milk Variety 1 Cup Fruit 3/4 Cup	Meal # 81	##Milk Variety 1 Cup PB & Cheese Crackers 4 Each	Meal # 84

\*Items designated by "FZ" are volume measurements. \*Items designated by "WZ" are weighted measurements. \*Menus are subject to change without notice due to product availability, production problems or security concerns.

\*All portions listed are served as cooked weights. 5 Fruits/Vegetables/day with Fresh Veg/Fruit and Vit C and Vit A sources are indicated per TLE 15. 1 cup Legumes are in bold print. 6 servings of Grains (3 whole/partial whole grain)/day. 4 Milk/Milk product/day.

3 Servings Meat/Meat Alternate totaling 42 grams protein/day. ##A variety of 1% Milk, Non Fat Milk (Skim) or Flavored Milk (Skim) will be served at meals Fruit 1/2 cup may equal 1/2 cup canned or frozen, 1/4 cup dried fruit, or 1 piece fresh fruit

Lana Donnelly, R.D.

03/16/15

Dietitians Signature

Date

Food Service Manager

Date

Client's Signature

Date



## Attachment G - Nutrition Requirements

Comparison of Previous and Current Regulatory Requirements under Final Rule “*Nutrition Standards in the National School Lunch and School Breakfast Programs*” (published January 26, 2012)

<b>National School Lunch Program Meal Pattern</b>		
<b>Food Group</b>	<b>Previous Requirements K-12</b>	<b>Current Requirements K-12 (as of 7/1/12)</b>
Fruit and Vegetables	½ - ¾ cup of fruit and vegetables combined per day	¾ - 1 cup of vegetables <u>plus</u> ½ - 1 cup of fruit per day  Note: Students are allowed to select ½ cup fruit or vegetable under OVS.
Vegetables	No specifications as to type of vegetable subgroup	Weekly requirement for: <ul style="list-style-type: none"> <li>• dark green</li> <li>• red/orange</li> <li>• beans/peas (legumes)</li> <li>• starchy</li> <li>• other (as defined in 2010 Dietary Guidelines)</li> </ul>
Meat/Meat Alternate (M/MA)	1.5 – 2 oz eq. (daily minimum)	Daily minimum and weekly ranges:  Grades K-5: 1 oz eq. min. daily (8-10 oz weekly)  Grades 6-8 : 1 oz eq. min. daily (9-10 oz weekly)  Grades 9-12 : 2 oz eq. min. daily (10-12 oz weekly)
Grains	8 servings per week (minimum of 1 serving per day)	Daily minimum and weekly ranges:  Grades K-5: 1 oz eq. min. daily (8-9 oz weekly)  Grades 6-8 : 1 oz eq. min. daily (8-10 oz weekly)  Grades 9-12 : 2 oz eq. min. daily (10-12 oz weekly)
Whole Grains	Encouraged	At least half of the grains must be whole grain-rich beginning July 1, 2012. Beginning July 1, 2014, all grains must be whole grain rich.
Milk	1 cup  Variety of fat contents allowed; flavor not restricted	1 cup  Must be fat-free(unflavored/flavored) or 1% low fat (unflavored)

## Attachment G - Nutrition Requirements

Comparison of Previous and Current Regulatory Requirements under Final Rule “*Nutrition Standards in the National School Lunch and School Breakfast Programs*” (published January 26, 2012)

<b>School Breakfast Program Meal Pattern</b>		
<b>Food Group</b>	<b>Previous Requirements K-12</b>	<b>Current Requirements K-12 (as of 7/1/12)</b>
Fruit	½ cup per day (vegetable substitution allowed)	1 cup per day (vegetable substitution allowed) Note: Quantity required SY 2014-15. Students are allowed to select ½ cup of fruit under OVS.
Grains and Meat/Meat Alternate (M/MA)	2 grains, or 2 meat/meat alternates, or 1 of each per day	Daily min. and weekly ranges for grains:  Grades K-5: 1 oz eq. min. daily (7-10 oz weekly)  Grades 6-8 : 1 oz eq. min. daily (8-10 oz weekly)  Grades 9-12 : 1 oz eq. min. daily (9-10 oz weekly)  Note: Quantity required SY 2013-14. Schools may substitute M/MA for grains after the minimum daily grains requirement is met.
Whole Grains	Encouraged	At least half of the grains must be whole grain-rich beginning July 1, 2013. Beginning July 1, 2014, all grains must be whole grain rich.
Milk	1 cup  Variety of fat contents allowed; flavor not restricted	1 cup  Must be fat-free (unflavored/flavored) or 1% low fat (unflavored)

## Attachment G - Nutrition Requirements

Comparison of Previous and Current Regulatory Requirements under Final Rule “*Nutrition Standards in the National School Lunch and School Breakfast Programs*” (published January 26, 2012)

Previous Nutrient Standards	Current Standards K-12 (as of 7/1/12)		
<b>Sodium</b> Reduce, no set targets	<b>Target I: SY 2014-15</b> Lunch ≤1230mg (K-5); ≤1360mg (6-8); ≤1420mg (9-12) Breakfast ≤540mg ( K-5); ≤600mg (6-8); ≤640mg (9-12)	<b>Target 2: SY 2017-18</b> Lunch ≤935mg (K-5) ≤1035mg (6-8); ≤1080mg (9-12) Breakfast ≤485mg ( K-5); ≤535mg (6-8); ≤570mg (9-12)	<b>Final target: 2022-23</b> Lunch ≤640mg (K-5); ≤710mg (6-8); ≤740mg (9-12) Breakfast ≤430mg ( K-5); ≤470mg (6-8); ≤500mg (9-12)
<b>Calories (min. only)</b> <i>Traditional Menu Planning</i> Lunch: 633 (grades K-3) 785 (grades 4-12) 825 (optional grades 7-12) Breakfast: 554 (grades K-12)  <i>Enhanced Menu Planning</i> Lunch: 664 (grades K-6) 825 (grades 7-12) 633 (optional grades K-3) Breakfast: 554 (grades K-12) 774 (optional grades 7-12)  <i>Nutrient Based Menu Planning</i> Lunch: 664 (grades K-6) 825 (grades 7-12) 633 (optional grades K-3) Breakfast: 554 (grades K-12) 618 (optional grades 7-12)	<b>Calorie Ranges (min. &amp; max.)</b> <i>Only food-based menu planning allowed</i> Lunch: 550-650 (grades K-5) 600-700 (grades 6-8) 750-850 (grades 9-12) Breakfast: 350-500 (grades K-5) 400-550 (grades 6-8) 450-600 (grades 9-12)		
<b>Saturated Fat</b> <10% of total calories	<b>Saturated Fat</b> <10% of total calories		
<b>Trans Fat:</b> no limit	<b>New specification:</b> zero grams per serving (nutrition label)		

## Attachment H - Ethnicity Statistics

### JAIL

ETHNICITY	Count of JID
HISPANIC	1091
WHITE (NOT SPECIFIED)	505
BLACK	389
LATIN AMERICAN/HISPANIC (NOT FURTHER DEFINED)	301
NA	169
ASIAN (NOT FURTHER DEFINED)	76
LATIN AMERICAN/HISPANIC (NOT ELSEWHERE CLASSIFIED)	30
INDIAN (NOT FURTHER DEFINED)	6
LAO/LAOTIAN	6
ENGLISH	3
ARMENIAN	3
AMERICAN (US)	3
MEXICAN	2
THAI/TAI/SIAMESE	2
OTHER (NOT FURTHER DEFINED)	2
AFRICAN (NOT FURTHER DEFINED)	1
MACEDONIAN	1
EASTER ISLANDER	1
PAKISTANI	1
SAMOAN	1
<b>Grand Total</b>	<b>2593</b>

### JUVENILE JUSTICE CAMPUS

ETHNICITY	Count of JJC POP
HISPANIC	154
BLACK	66
WHITE	29
OTHER	3
LAOTIAN	2
CAMBODIAN	1
SAMOAN	1
HAWAIIAN	1
<b>Grand Total</b>	<b>257</b>

# Attachment I -Sodium Reduction

Final Rule “Nutrition Standards in the National School Lunch and School Breakfast Programs (1/26/12)

<b>Sodium Reduction: Timeline &amp; Amount</b>				
<b>Age/Grade Group</b>	<b>Baseline: Average Current Sodium Levels As Offered<sup>1</sup> (mg)</b>	<b>Target 1:  July 1, 2014  SY 2014-2015 (mg)</b>	<b>Target 2:  July 1, 2017  SY 2017-2018 (mg)</b>	<b>Final Target:  July 1, 2022  SY 2022-2023 (mg)</b>
<b>School Breakfast Program</b>				
K-5	573 (elementary)	≤ 540	≤ 485	≤ 430
6-8	629 (middle)	≤ 600	≤ 535	≤ 470
9-12	686 (high)	≤ 640	≤ 570	≤ 500
<b>National School Lunch Program</b>				
K-5	1,377 (elementary)	≤ 1,230	≤ 935	≤ 640
6-8	1,520 (middle)	≤ 1,360	≤ 1,035	≤ 710
9-12	1,588 (high)	≤ 1,420	≤ 1,080	≤ 740

<sup>1</sup>SNDA-III

## Attachment J - Implementation Timeline

Jan. 2012

**Implementation Timeline for Final Rule*****“Nutrition Standards in the National School Lunch and School Breakfast Programs”***

Implementation of most meal requirements in the NSLP begins SY 2012-2013. In the SBP, the meal requirements (other than milk) will be implemented gradually beginning SY 2013-2014.

New Requirements	Implementation (School Year) for NSLP (L) and SBP (B)						
	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2022/23
<b>Fruits Component</b>							
• Offer fruit daily	L						
• Fruit quantity increase to 5 cups/week (minimum 1 cup/day)			B				
<b>Vegetables Component</b>							
• Offer vegetables subgroups weekly	L						
<b>Grains Component</b>							
• Half of grains must be whole grain-rich	L	B					
• All grains must be whole-grain rich			L, B				
• Offer weekly grains ranges	L	B					
<b>Meats/Meat Alternates Component</b>							
• Offer weekly meats/meat alternates ranges (daily min.)	L						
<b>Milk Component</b>							
• Offer only fat-free (unflavored or flavored) and low-fat (unflavored) milk	L, B						
<b>Dietary Specifications (to be met on average over a week)</b>							
• Calorie ranges	L	B					
• Saturated fat limit (no change)	L, B						
• Sodium Targets <ul style="list-style-type: none"> <li>○ Target 1</li> <li>○ Target 2</li> <li>○ Final target</li> </ul>			L, B			L, B	L, B
• Zero grams of <u>trans</u> fat per portion	L	B					
<b>Menu Planning</b>							
• A single FBMP approach	L	B					
<b>Age-Grade Groups</b>							
• Establish age/grade groups: K-5, 6-8, 9-12	L	B					
<b>Offer vs. Serve</b>							
• Reimbursable meals must contain a fruit or vegetable (1/2 cup minimum)	L		B				
<b>Monitoring</b>							
• 3-year adm. review cycle		L, B					
• Conduct weighted nutrient analysis on 1 week of menus	L	B					



## Attachment K - Kitchen Utility Expense

### CENTRAL KITCHEN UTILITY EXPENSE

P G & E	GAS	ELECTRIC	TOTAL
10/24/14-11/23/14	\$ 4,560.65	\$ 7,523.41	\$ 12,084.06
11/24/14-12/23/2014	\$ 5,936.04	\$ 6,354.78	\$ 12,290.82
12/24/14-1/26/15	\$ 8,184.46	\$ 6,843.37	\$ 15,027.83
1/27/15-2/25/15	\$ 5,569.50	\$ 6,312.63	\$ 11,882.13
2/26/15-3/26/15	\$ 4,083.31	\$ 6,058.91	\$ 10,142.22
3/27/15-4/27/15	\$ 3,671.83	\$ 6,878.47	\$ 10,550.30
TOTAL	\$ 32,005.79	\$ 39,971.57	\$ 71,977.36

CITY OF FRESNO - WATER/SEWER	
11/1-11/30/2014	\$ 1,583.51
12/1-12/31/2014	\$ 875.97
1/1-1/31/2015	\$ 1,952.05
2/1-2/28/2015	\$ 1,455.05
3/1-3/31/2015	\$ 2,513.27
4/1-4/30/2015	\$ 731.19
TOTAL	\$ 9,111.04

INDUSTRIAL WASTE & SALVAGE	
12/1-12/31/2014	\$ 1,582.92
1/1-1/31/2015	\$ 1,582.92
2/1-2/28/2015	\$ 1,582.92
3/1-3/31/2015	\$ 1,582.92
4/1-4/30/2015	\$ 1,582.92
5/1-5/31-2015	\$ 1,582.92
TOTAL	\$ 9,497.52

# Attachment L - Meal Historical Data

## MEALS, DIETS, KOSHERS AND STAFF QUARTER 2

Date	Inmate	Diets	Kosher	Staff
1-Mar	6788	1446	33	96
2-Mar	6917	1426	30	146
3-Mar	6871	1454	33	167
4-Mar	6652	1442	30	249
5-Mar	6657	1440	36	183
6-Mar	6682	1434	36	184
7-Mar	6792	1420	36	130
8-Mar	6779	1430	36	136
9-Mar	6971	1418	36	165
10-Mar	6904	1413	35	195
11-Mar	6732	1383	33	149
12-Mar	6825	1369	32	192
13-Mar	6758	1373	33	137
14-Mar	6831	1360	36	181
15-Mar	6898	1354	42	139
16-Mar	7003	1374	37	161
17-Mar	7020	1346	45	191
18-Mar	6888	1336	43	161
19-Mar	6866	1327	43	160
20-Mar	6744	1292	42	177
21-Mar	6797	1276	42	123
22-Mar	6915	1298	42	147
23-Mar	6982	1306	42	171
24-Mar	6951	1284	41	162
25-Mar	6944	1305	55	145
26-Mar	7010	1292	53	143
27-Mar	6916	1281	53	146
28-Mar	6970	1283	57	157
29-Mar	7018	1295	57	130
30-Mar	7050	1335	56	157
31-Mar	7009	1335	51	161
Mar	213140	42127	1276	4941

Date	Inmate	Diets	Kosher	Staff
1-Apr	7004	1312	51	204
2-Apr	7028	1298	52	172
3-Apr	6890	1271	52	169
4-Apr	6929	1271	53	111
5-Apr	6995	1269	56	139
6-Apr	7052	1281	57	140
7-Apr	6951	1275	57	213
8-Apr	6809	1249	55	156
9-Apr	6871	1257	59	213
10-Apr	6713	1271	65	116
11-Apr	6745	1280	69	152
12-Apr	6843	1267	69	138
13-Apr	6811	1287	67	167
14-Apr	6785	1286	67	208
15-Apr	6673	1260	69	173
16-Apr	6727	1208	72	155
17-Apr	6779	1202	79	158
18-Apr	6743	1209	82	127
19-Apr	6831	1201	83	122
20-Apr	6882	1227	81	176
21-Apr	6789	1227	80	162
22-Apr	6706	1217	80	188
23-Apr	6786	1204	84	163
24-Apr	6715	1218	84	166
25-Apr	6739	1205	87	140
26-Apr	6802	1210	93	140
27-Apr	6884	1233	93	155
28-Apr	6985	1231	92	164
29-Apr	6833	1232	92	207
30-Apr	6810	1221	97	208
Apr	205110	37379	2177	4902

Date	Inmate	Diets	Kosher	Staff
1-May	6746	1238	99	170
2-May	6845	1226	99	153
3-May	6851	1227	100	109
4-May	6891	1282	99	169
5-May	6978	1237	99	204
6-May	6818	1241	104	149
7-May	6831	1203	117	175
8-May	6789	1203	122	164
9-May	6830	1205	123	149
10-May	6885	1218	130	123
11-May	6963	1256	132	159
12-May	6920	1253	133	201
13-May	6882	1251	134	184
14-May	6797	1238	130	171
15-May	6796	1235	128	137
16-May	6890	1244	122	154
17-May	6914	1250	123	144
18-May	6985	1253	126	179
19-May	6947	1248	132	156
20-May	6794	1258	142	185
21-May	6808	1262	146	159
22-May	6855	1249	147	182
23-May	7014	1229	150	134
24-May	7081	1211	150	137
25-May	7258	1245	150	133
26-May	7179	1234	147	151
27-May	7197	1249	149	224
28-May	6971	1248	147	192
29-May	7016	1230	145	157
30-May	7040	1208	147	152
31-May	7063	1247	154	164
May	214834	38378	4026	5020

## Attachment M - Maintenance Expense

### MONTHLY MAINTENANCE COST

January 2015

Airtech Services	\$ 709.23
Airtech Services	\$ 1,080.74
Airtech Services	\$ 458.75
Pricketts Distributing Inc	\$ 39.00
Airtech Services	\$ 305.00
Airtech Services	\$ 338.75
All Valley Environmental Inc	\$ 850.00

\$ 3,781.47

February 2015

Forklift Specialties Inc.	\$ 117.00
Airtech Service	\$ 745.00
Airtech Service	\$ 381.25
Airtech Service	\$ 934.95
Airtech Service	\$ 1,033.37
Airtech Service	\$ 113.00
Airtech Service	\$ 40.00
Airtech Service	\$ 144.25
Hobart Services	\$ 590.02
Forklift Specialties Inc.	\$ 13.00
Forklift Specialties Inc.	\$ 4.00
Airtech Service	\$ 345.20
Airtech Service	\$ 431.00
Airtech Service	\$ 776.51
Airtech Service	\$ 130.00
Airtech Service	\$ 130.00

\$ 5,928.55

Monthly Average	\$ 6,228.14
4 Month Total	\$24,912.57

# Attachment M - Maintenance Expense

March 2015

Airtech Services	\$ 99.00
Forklift Specialties Inc	\$ 1,411.82
Cooks Correctional	\$ 201.05
Cooks Correctional	\$ 1,105.01
Airtech Services	\$ 1,170.84
Digital Fruth Group	\$ 398.12
Mobile Mini	\$ 181.35
Hubert Company	\$ 137.88
Hubert Company	\$ 1,493.33
Hubert Company	\$ 28.77
Airtech Services	\$ 413.75
Airtech Services	\$ 366.07
Airtech Services	\$ 2,117.00
Airtech Services	\$ 253.75
Airtech Services	\$ 2,168.39
Airtech Services	\$ 602.41
Hubert Company	\$ 360.67
Airtech Services	\$ 663.31

\$ 13,172.52

April 2015

Airtech Services	\$ 386.48
Airtech Services	\$ 380.00
Airtech Services	\$ 211.25
Airtech Services	\$ 296.25
Fork Lift Specialties Inc.	\$ 106.90
Fork Lift Specialties Inc.	\$ 45.00
Cooks Correctional	\$ 604.15

\$ 2,030.03

## Attachment N - Delivery Schedule



### Watch 1

#### Inmate meal delivery times

Delivery times 2:30 a.m. – 3:30 a.m.

#### Inmate Cold: Breakfast / Lunch Only:

North Jail 3 <sup>rd</sup> Floor:	2:40 a.m. - 2:48 a.m.
North Jail 4 <sup>th</sup> Floor:	2:40 a.m. - 2:44 a.m.
North Jail 2 <sup>nd</sup> Floor:	2:40 a.m. - 2:50 a.m.
North Jail 5 <sup>th</sup> Floor:	2:40 a.m. - 2:47 a.m.
Main Jail 6 <sup>th</sup> Floor:	2:46 a.m. - 3:08 a.m.
Main Jail 5 <sup>th</sup> Floor:	2:48 a.m. - 3:08 a.m.
Main Jail 4 <sup>th</sup> Floor:	2:48 a.m. - 3:11 a.m.
Main Jail 3 <sup>rd</sup> Floor:	2:49 a.m. - 3:09 a.m.
Main Jail 2 <sup>nd</sup> Floor:	2:45 a.m. - 3:23 a.m.
Booking:	2:45 a.m. - 3:25 a.m.
Annex Jail 4 <sup>th</sup> Floor:	2:45 a.m. - 3:25 a.m.
Annex Jail 3 <sup>rd</sup> Floor:	2:45 a.m. - 3:17 a.m.
Annex Jail 2 <sup>nd</sup> Floor:	2:45 a.m. - 3:17 a.m.
Annex Jail 1 <sup>st</sup> Floor:	2:45 a.m. - 3:17 a.m.

### Watch 1

#### ODR Schedule:

Shift Meals for Officers/Staff: 1:00 a.m. - 4:30 a.m.

Closing for cleanup will start at 4:45 a.m. – 5:15 a.m.

### Watch 1

#### Juvenile Justice Center meal delivery times

Delivery times 5:00 a.m. - 6:00 a.m.

#### Juvy Cold: Breakfast / Lunch Only:

Commit Side: 5:14 a.m. - 5:33 a.m.

Detention Side: 5:38 a.m. – 5:53 a.m.

## Attachment N - Delivery Schedule



### Watch 3

Inmate meal delivery times  
Delivery times: 4:30 p.m. – 6:30 p.m.

#### Inmate Hot: Dinner Only:

Main Jail 6 <sup>th</sup> Floor:	4:45 p.m. - 5:20 p.m.
Main Jail 5 <sup>th</sup> Floor:	4:45 p.m. - 5:20 p.m.
Main Jail 4 <sup>th</sup> Floor:	4:45 p.m. - 5:20 p.m.
Main Jail 2 <sup>nd</sup> Floor:	4:45 p.m. - 5:20 p.m.
Booking:	4:45 p.m. - 5:20 p.m.
Main Jail 3 <sup>rd</sup> Floor:	5:25 p.m. - 5:40 p.m.
North Jail 2 <sup>nd</sup> Floor:	5:25 p.m. - 5:40 p.m.
North Jail 5 <sup>th</sup> Floor:	5:25 p.m. - 5:40 p.m.
North Jail 4 <sup>th</sup> Floor:	5:50 p.m. - 6:00 p.m.
North Jail 3 <sup>rd</sup> Floor:	5:50 p.m. - 6:00 p.m.
Annex Jail 2 <sup>nd</sup> Floor:	6:30 p.m. - 6:42 p.m.
Annex Jail 3 <sup>rd</sup> Floor:	6:30 p.m. - 6:42 p.m.
Annex Jail 4 <sup>th</sup> Floor:	6:30 p.m. - 6:45 p.m.

### Watch 3

#### ODR Schedule:

Shift Meals for Officers/Staff: 2:30 p.m. - 8:00 p.m.  
Closing for cleanup will start at 8:30 p.m. – 10:00 p.m.

### Watch 3

Juvenile Justice Center meal delivery times  
Delivery times 3:00 p.m. - 4:30 p.m.

#### Juvy Hot: Dinner Only:

Commit Side:	3:30 p.m. - 3:45 p.m.
Detention Side:	3:50 p.m. – 4:00 p.m.