File No. 180906 Committee Item No. 1
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

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Committee: Budget & Finance Committee **Date** October 18, 2018

Board of Supervisors Meeting **Date** _____

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Completed by: Linda Wong **Date** October 12, 2018
Completed by: Linda Wong **Date** _____

[Contract - ARAMARK Correctional Services, Inc. - Jail Food Services - $20,000,000]

Resolution authorizing the Sheriff's Department to contract with ARAMARK Correctional Services, Inc. for jail food services, acting by and through the Sheriff's Department for a five year period from November 1, 2018, through October 31, 2023, for a contract total not to exceed amount of $20,000,000 with two one-year options to extend.

WHEREAS, Charter, Section 9.118 (b) of the Charter of the City and County of San Francisco requires that contracts or agreements entered into by a department, board or commission requiring anticipated expenditures of $10,000,000, shall be subject to approval of the Board of Supervisors by Resolution; and

WHEREAS, The Contract Monitoring Division determined 14B subcontracting goals do not apply; and

WHEREAS, On January 5, 2018, the Sheriff's Department issued a Request for Proposals for Jail Food Services at the County Jails and as a result of that competitive selection process, identified Aramark Correctional Services, Inc. to receive a contract in the amount of $20,000,000 over five years to provide jail food services; and

WHEREAS, The proposed contract agreement with Aramark Correctional Services, Inc. to provide jail food services ("Agreement") is on file with the Clerk of the Board of Supervisors in File No. 180906, which is hereby declared to be a part of this Resolution as set forth fully herein; and

WHEREAS, On July 24, 2018, in File No. 180590, the Board of Supervisors approved the Controller's certification that county jail food service management operations can practically be performed by a private contractor at a lower cost than if work were performed by

City employees at budgeted levels pursuant to Charter, Section 10.104.15; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby approves the Agreement on file with the Clerk of the Board of Supervisors in File No. 180906; and, be it

FURTHER RESOLVED, That the Board of Supervisors hereby approves the Jail Food Services Agreement by and between ARAMARK Correctional Services, Inc. and the City and County of San Francisco, acting by and through its Sheriff's Department, for a five year term beginning November 1, 2018, with two one-year options exercisable by the Sheriff's Department; and, be it

FURTHER RESOLVED, That within thirty (30) days of the contract being fully executed by all parties, the Sheriff's Department shall provide the final contract to the Clerk of the Board for inclusion into the official file.

Item 1 File 18-0906	Department: Sheriff's Department (Sheriff)

EXECUTIVE SUMMARY

Legislative Objectives

- The proposed resolution would approve a food service contract between the Sheriff's Department and Aramark Correctional Services, Inc. for a term of five years and an amount not to exceed $20,000,000, with two one-year options to extend the contract. The initial term would last from approximately November 1, 2018 through October 31, 2023. Under the contract, Aramark would provide three inmate meals and three staff meals per day at the Hall of Justice and San Bruno jail facilities, as well as coffee service and garbage service.

Key Points

- Aramark was selected to provide jail food services based on a competitive Request for Proposals, In July 2018, the Board of Supervisors approved the Controller's certification that food service at the County Jails can be performed by a private contractor at a lower cost than if performed by City employees, pursuant to Proposition J (1976).

Fiscal Impact

- The contract amount is based on the unit price of $1.615 per inmate meal and $2.99 per staff meal for the first two years of the contract. The contract budget pays for three inmate meals per day for an average daily jail population of approximately 1,460, and for approximately 327 staff meals per day.
- After the first 24 months of the contract, either Aramark or the City may request a renegotiation of the unit price per meal up to the amount of the Consumer Price Index (CPI). The Sheriff's Department has set the contract budget based on annual increases of 3.5 percent for inmate meals beginning in Year 3.
- The contract amount includes a contingency of approximately 19 to cover possible cost increases due to the Antibiotics Ordinance, the Good Food Purchasing Program, and other increases, such as sales tax and minimum wage pursuant to the City's Minimum Compensation Ordinance.

Recommendation

- Approve the proposed resolution.

MANDATE STATEMENT

City Charter Section 9.118(b) states that any contract entered into by a department, board or commission that (1) has a term of more than ten years, (2) requires expenditures of $10 million or more, or (3) requires a modification of more than $500,000 is subject to Board of Supervisors approval.

BACKGROUND

On January 5, 2018, the San Francisco Sheriff's Department issued a Request for Proposals (RFP) for vendors to provide food service at the County Jail facilities. Two vendors submitted proposals, and the scores are shown in Table 1 below.

Table 1: Proposals and Scores from RFP

Proposer	Written Proposal (out of 60)	Presentation and Interview (out of 5)	Financial Proposal (out of 35)	Total Score (out of 100)
Aramark	48.0	4.0	31.0	**83.0**
Trinity	45.0	3.0	29.0	**77.0**

Aramark was deemed the highest scoring responsive and responsible proposer.

On July 24, 2018, the Board of Supervisors approved the Controller's certification that food service at the County Jails can be performed by a private contractor at a lower cost than if performed by City employees, pursuant to Proposition J (1976) (File 18-0590, Resolution 255-18).

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would approve a food service contract between the Sheriff's Department and Aramark Correctional Services, Inc. for a term of five years and an amount not to exceed $20,000,000, with two one-year options to extend the contract. The initial term would last from approximately November 1, 2018 through October 31, 2023. Under the contract, Aramark would provide three inmate meals and three staff meals per day at the Hall of Justice and San Bruno jail facilities, as well as coffee service and garbage service.

The contract amount of $20,000,000 includes a contingency of approximately 19 percent for possible cost increases to comply with the Antibiotics Ordinance (File 17-0763, Ordinance 204-17) and the Good Food Purchasing Program (File 17-0843; File 18-0391, Resolution 191-18). According to Mr. Henry Gong, Sheriff's Department Finance, the Antibiotics Ordinance requires the Juvenile Probation, Recreation and Park, Sheriff's, and Public Health Departments to provide annual reports to the Department of the Environment on antibiotic use in meat and poultry purchasing. The Ordinance also requires the Director of the Department of the Environment to submit recommendations to the Board of Supervisors and Mayor on the feasibility of a citywide procurement policy for meat and poultry raised without antibiotics. The contingency is intended to cover any possible cost increases resulting from policy changes related to the ordinance. It also covers potential cost increases from the Good Food Purchasing Program, which facilitates the adoption of a food purchasing policy that prioritizes nutrition,

affordability, geography, and sustainable production practices, such as sound environmental practices, fair prices for producers, safe and fair working conditions for employees, and humane conditions for animals.

FISCAL IMPACT

The cost paid by the Sheriff's Department to Aramark would not exceed $20,000,000 over five years. The cost breakdown is shown in Table 2 below.

Table 2: Cost Breakdown of Aramark Contract

Year	Inmate Meals	Staff Meals	Coffee Service	Garbage Service	Total
Year 1	$2,766,670	$381,911	$46,800	$46,800	$3,242,181
Year 2	2,766,670	381,911	46,800	46,800	3,242,181
Year 3	2,863,503	381,911	46,800	46,800	3,339,014
Year 4	2,963,726	381,911	46,800	46,800	3,439,237
Year 5	3,067,456	381,911	46,800	46,800	3,542,967
Subtotal	*$14,428,025*	*$1,909,555*	*$234,000*	*$234,000*	*$16,805,580*
Contingency (19%)					3,194,420
Total					$20,000,000

The contract amount is based on the unit price of $1.615 per inmate meal and $2.99 per staff meal for the first two years of the contract. $2,766,670 pays for three inmate meals per day for an average daily jail population of approximately 1,460, and $381,911 pays for approximately 327 staff meals per day. [1]

After the first 24 months of the contract, either Aramark or the City may request a renegotiation of the unit price per meal up to the amount of the Consumer Price Index (CPI). The Sheriff's Department has set the contract budget based on annual increases of 3.5 percent for inmate meals beginning in Year 3.

As noted above, the contract amount includes a contingency of approximately 19 percent to cover possible cost increases due to the Antibiotics Ordinance, the Good Food Purchasing Program, and other increases, such as sales tax and minimum wage pursuant to the City's Minimum Compensation Ordinance. According to the contract, the prices included in the contract may be increased by mutual agreement between the City and Aramark to cover increased costs.

RECOMMENDATION

Approve the proposed resolution.

[1] $2,766,670 includes $2,547,017 for 131,425 meals per month plus $291,654 for sales tax. $381,911 includes $351,732 for 9,803 meals per month plus $30,179 for sales tax.

City and County of San Francisco
Office of Contract Administration
Purchasing Division
City Hall, Room 430
1 Dr. Carlton B. Goodlett Place
San Francisco, California 94102-4685

Agreement between the City and County of San Francisco and

ARAMARK Correctional Services, LLC.

This Agreement is made this First day of November, 2018, in the City and County of San Francisco ("City), State of California, by and between ARAMARK Correctional Services, LLC ("Contractor" or "ARAMARK"), 1101 Market St., Philadelphia, PA 19107 and City.

Recitals

WHEREAS, the San Francisco Sheriff's Department ("Department") wishes to secure jail food services in the San Francisco County Jails; and,

WHEREAS, this Agreement was competitively procured as required by San Francisco Administrative Code Chapter 21.1 through RFP# SHF2018-01/Sourcing Event# 0000000468 a Request for Proposal ("RFP") issued on January 5, 2018, in which City selected Contractor as the highest qualified scorer pursuant to the RFP; and

WHEREAS, there is no Local Business Entity ("LBE") subcontracting participation requirement for this Agreement; and

WHEREAS, Contractor represents and warrants that it is qualified to perform the Services required by City as set forth under this Agreement; and

WHEREAS, Proposition J approval for jail food services was obtained from the San Francisco Board of Supervisors on July 24, 2018, File Number 180590;

Now, THEREFORE, the parties agree as follows:

Article 1 Definitions

The following definitions apply to this Agreement:

1.1 "Agreement" means this contract document, including all attached appendices, and all applicable City Ordinances and Mandatory City Requirements which are specifically incorporated into this Agreement by reference as provided herein.

1.2 "City" or "the City" means the City and County of San Francisco, a municipal corporation, acting by and through both its Director of the Office of Contract Administration or the Director's designated agent, hereinafter referred to as "Purchasing" and the San Francisco Sheriff's Department."

1.3 "CMD" means the Contract Monitoring Division of the City.

1.4 "Contractor" or "Consultant" means ARAMARK Correctional Services, LLC, 1101 Market St., Philadelphia, PA 19107.

1.5 "Deliverables" means Contractor's work product resulting from the Services that are provided by Contractor to City during the course of Contractor's performance of the Agreement, including without limitation, the work product described in the "Scope of Services" attached as Appendix A.

1.6 "Effective Date" means the date upon which the City's Controller certifies the availability of funds for this Agreement as provided in Section 3.1.

1.7 "Mandatory City Requirements" means those City laws set forth in the San Francisco Municipal Code, including the duly authorized rules, regulations, and guidelines implementing such laws, that impose specific duties and obligations upon Contractor.

1.8 "Party" and "Parties" mean the City and Contractor either collectively or individually.

1.9 "Services" means the work performed by Contractor under this Agreement as specifically described in the "Scope of Services" attached as Appendix A, including all services, labor, supervision, materials, equipment, actions and other requirements to be performed and furnished by Contractor under this Agreement.

Article 2 Term of the Agreement

2.1 The term of this Agreement shall commence on the later of: (i) November 1, 2018; or (ii) the Effective Date and expire on October 31, 2023, unless earlier terminated as otherwise provided herein.

2.2 The City has two options to renew the Agreement for a period of one year each. The City may extend this Agreement beyond the expiration date by exercising an option at the City's sole and absolute discretion and by modifying this Agreement as provided in Section 11.5, "Modification of this Agreement."

Article 3 Financial Matters

3.1 **Certification of Funds; Budget and Fiscal Provisions; Termination in the Event of Non-Appropriation**. This Agreement is subject to the budget and fiscal provisions of the City's Charter. Charges will accrue only after prior written authorization certified by the Controller, and the amount of City's obligation hereunder shall not at any time exceed the amount certified for the purpose and period stated in such advance authorization. This Agreement will terminate without penalty, liability or expense of any kind to City at the end of any fiscal year if funds are not appropriated for the next succeeding fiscal year. If funds are appropriated for a portion of the fiscal year, this Agreement will terminate, without penalty, liability or expense of any kind at the end of the term for which funds are appropriated. City has no obligation to make appropriations for this Agreement in lieu of appropriations for new or other agreements. City budget decisions are subject to the discretion of the Mayor and the Board of Supervisors. Contractor's assumption of risk of possible non-appropriation is part of the consideration for this Agreement.

THIS SECTION CONTROLS AGAINST ANY AND ALL OTHER PROVISIONS OF THIS AGREEMENT.

3.2 **Guaranteed Maximum Costs.** The City's payment obligation to Contractor cannot at any time exceed the amount certified by City's Controller for the purpose and period stated in such certification. Absent an authorized Emergency per the City Charter or applicable Code, no City representative is authorized to offer or promise, nor is the City required to honor, any offered or promised payments to Contractor under this Agreement in excess of the certified maximum amount without the Controller having first certified the additional promised amount and the Parties having modified this Agreement as provided in Section 11.5, "Modification of this Agreement."

3.3 **Compensation.**

3.3.1 **Payment.** Contractor shall provide an invoice to the City on a monthly basis for Services completed in the immediate preceding month, unless a different schedule is set out in Appendix B, "Calculation of Charges." Compensation shall be made for Services identified in the invoice that the Sheriff, in his or her sole discretion, concludes has been satisfactorily performed. Payment shall be made within 30 calendar days of receipt of the invoice, unless the City notifies the Contractor that a dispute as to the invoice exists. In no event shall the amount of this Agreement exceed Twenty Million Dollars ($20,000,000). The breakdown of charges associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. A portion of payment may be withheld until conclusion of the Agreement if agreed to both parties as retainage, described in Appendix B. In no event shall City be liable for interest or late charges for any late payments.

3.3.2 **Payment Limited to Satisfactory Services.** Contractor is not entitled to any payments from City until the Sheriff's Department approves Services, including any furnished Deliverables, as satisfying all of the requirements of this Agreement. Payments to Contractor by City shall not excuse Contractor from its obligation to replace unsatisfactory Deliverables, including equipment, components, materials, or Services even if the unsatisfactory character of such Deliverables, equipment, components, materials, or Services may not have been apparent or detected at the time such payment was made. Deliverables, equipment, components, materials and Services that do not conform to the requirements of this Agreement may be rejected by City and in such case must be replaced by Contractor without delay at no cost to the City.

3.3.3 **Withhold Payments.** If Contractor fails to provide Services in accordance with Contractor's obligations under this Agreement, the City may withhold any and all payments due Contractor until such failure to perform is cured, and Contractor shall not stop work as a result of City's withholding of payments as provided herein.

3.3.4 **Invoice Format.** Invoices furnished by Contractor under this Agreement must be in a form acceptable to the Controller and City, and must include a unique invoice number. Payment shall be made by City as specified in 3.3.6 ," or in such alternate manner as the Parties have mutually agreed upon in writing.

3.3.5 **Reserved. (LBE Payment and Utilization Tracking System.)**

3.3.6 **Getting paid for goods and/or services from the City.**

(a) All City vendors receiving new contracts, contract renewals, or contract extensions must sign up to receive electronic payments through the City's Automated Clearing House (ACH) payments service/provider. Electronic payments are processed every business day and are safe and secure. To sign up for electronic payments, visit www.sfgov.org/ach..

(b) The following information is required to sign up: (i) The enroller must be their company's authorized financial representative, (ii) the company's legal name, main telephone number and all physical and remittance addresses used by the company, (iii) the company's U.S. federal employer identification number (EIN) or Social Security number (if they are a sole proprietor), and (iv) the company's bank account information, including routing and account numbers.

3.4 **Audit and Inspection of Records**. Contractor agrees to maintain and make available to the City, during regular business hours, accurate books and accounting records relating to its Services. Contractor will permit City to audit, examine and make excerpts and transcripts from such books and records, and to make audits of all invoices, materials, payrolls, records or personnel and other data related to all other matters covered by this Agreement, whether funded in whole or in part under this Agreement. Contractor shall maintain such data and records in an accessible location and condition for a period of not fewer than five years after final payment under this Agreement or until after final audit has been resolved, whichever is later. The State of California or any Federal agency having an interest in the subject matter of this Agreement shall have the same rights as conferred upon City by this Section. Contractor shall include the same audit and inspection rights and record retention requirements in all subcontracts.

3.5 **Submitting False Claims**. The full text of San Francisco Administrative Code Chapter 21, Section 21.35, including the enforcement and penalty provisions, is incorporated into this Agreement. Pursuant to San Francisco Administrative Code §21.35, any contractor or subcontractor who submits a false claim shall be liable to the City for the statutory penalties set forth in that section. A contractor or subcontractor will be deemed to have submitted a false claim to the City if the contractor or subcontractor: (a) knowingly presents or causes to be presented to an officer or employee of the City a false claim or request for payment or approval; (b) knowingly makes, uses, or causes to be made or used a false record or statement to get a false claim paid or approved by the City; (c) conspires to defraud the City by getting a false claim allowed or paid by the City; (d) knowingly makes, uses, or causes to be made or used a false record or statement to conceal, avoid, or decrease an obligation to pay or transmit money or property to the City; or (e) is a beneficiary of an inadvertent submission of a false claim to the City, subsequently discovers the falsity of the claim, and fails to disclose the false claim to the City within a reasonable time after discovery of the false claim.

3.6 **Payment of Prevailing Wages**

3.6.1 **Covered Services.** Services to be performed by Contractor under this Agreement may involve the performance of trade work covered by the provisions of Section 6.22(e) [Prevailing Wages] of the Administrative Code (collectively, "Covered Services"). The provisions of Section 6.22(e) of the Administrative Code are incorporated as provisions of this Agreement as if fully set forth herein and will apply to any Covered Services performed by Contractor and its subcontractors.

3.6.2 **Wage Rates.** The latest prevailing wage rates for private employment on public contracts as determined by the San Francisco Board of Supervisors and the Director of the California Department of Industrial Relations, as such prevailing wage rates may be changed during the term of this Agreement, are hereby incorporated as provisions of this Agreement. Copies of the prevailing wage rates as fixed and determined by the Board of Supervisors are available from the Office of Labor Standards and Enforcement ("OLSE") and are also available on the Internet at http://www.dir.ca.gov/DLSR/PWD. Contractor agrees that it shall pay not less than the prevailing wage rates, as fixed and determined by the Board, to all workers employed by Contractor who perform Covered Services under this Agreement. Contractor further agrees as follows:

3.6.3 **Subcontract Requirements.** As required by Section 6.22(e)(5) of the Administrative Code, Contractor shall insert in every subcontract or other arrangement, which it may make for the performance of Covered Services under this Agreement, a provision that said subcontractor shall pay to all persons performing labor in connection with Covered Services under said subcontract or other arrangement not less than the highest general prevailing rate of wages as fixed and determined by the Board of Supervisors for such labor or services.

3.6.4 **Posted Notices.** As required by Section 1771.4 of the California Labor Code, Contractor shall post job site notices prescribed by the California Department of Industrial Relations ("DIR") at all job sites where Covered Services are to be performed.

3.6.5 **Payroll Records.** As required by Section 6.22(e)(6) of the Administrative Code and Section 1776 of the California Labor Code, Contractor shall keep or cause to be kept complete and accurate payroll records for all trade workers performing Covered Services. Such records shall include the name, address and social security number of each worker who provided Covered Services on the project, including apprentices, his or her classification, a general description of the services each worker performed each day, the rate of pay (including rates of contributions for, or costs assumed to provide fringe benefits), daily and weekly number of hours worked, deductions made and actual wages paid. Every subcontractor who shall undertake the performance of any part of Covered Services shall keep a like record of each person engaged in the execution of Covered Services under the subcontract. All such records shall at all times be available for inspection of and examination by the City and its authorized representatives and the DIR.

3.6.6 **Certified Payrolls.** Certified payrolls shall be prepared pursuant to Administrative Code Section 6.22(e)(6) and California Labor Code Section 1776 for the period involved for all employees, including those of subcontractors, who performed labor in connection with Covered Services. Contractor and each subcontractor performing Covered Services shall submit certified payrolls to the City and to the DIR electronically. Contractor shall submit payrolls to the City via the reporting system selected by the City. The DIR will

specify how to submit certified payrolls to it. The City will provide basic training in the use of the reporting system at a scheduled training session. Contractor and all subcontractors that will perform Covered Services must attend the training session. Contractor and applicable subcontractors shall comply with electronic certified payroll requirements (including training) at no additional cost to the City.

3.6.7 **Compliance Monitoring.** Covered Services to be performed under this Agreement are subject to compliance monitoring and enforcement of prevailing wage requirements by the DIR and /or the OLSE. Contractor and any subcontractors performing Covered Services will cooperate fully with the DIR and/or the OLSE and other City employees and agents authorized to assist in the administration and enforcement of the prevailing wage requirements, and agrees to take the specific steps and actions as required by Section 6.22(e)(7) of the Administrative Code. Steps and actions include but are not limited to requirements that: (A) the Contractor will cooperate fully with the Labor Standards Enforcement Officer and other City employees and agents authorized to assist in the administration and enforcement of the Prevailing Wage requirements and other labor standards imposed on Public Works Contractor by the Charter and Chapter 6 of the San Francisco Administrative Code; (B) the Contractor agrees that the Labor Standards Enforcement Officer and his or her designees, in the performance of their duties, shall have the right to engage in random inspections of job sites and to have access to the employees of the Contractor, employee time sheets, inspection logs, payroll records and employee paychecks; (C) the contractor shall maintain a sign-in and sign-out sheet showing which employees are present on the job site; (D) the Contractor shall prominently post at each job-site a sign informing employees that the project is subject to the City's Prevailing Wage requirements and that these requirements are enforced by the Labor Standards Enforcement Officer; and (E) that the Labor Standards Enforcement Officer may audit such records of the Contractor as he or she reasonably deems necessary to determine compliance with the Prevailing Wage and other labor standards imposed by the Charter and this Chapter on Public Works Contractors. Failure to comply with these requirements may result in penalties and forfeitures consistent with analogous provisions of the California Labor Code, including Section 1776(g), as amended from time to time.

3.6.8 **Remedies.** Should Contractor, or any subcontractor who shall undertake the performance of any Covered Services, fail or neglect to pay to the persons who perform Covered Services under this Contract, subcontract or other arrangement for the Covered Services, the general prevailing rate of wages as herein specified, Contractor shall forfeit, and in the case of any subcontractor so failing or neglecting to pay said wage, Contractor and the subcontractor shall jointly and severally forfeit, back wages due plus the penalties set forth in Administrative Code Section 6.22 (e) and/or California Labor Code Section 1775. The City, when certifying any payment which may become due under the terms of this Agreement, shall deduct from the amount that would otherwise be due on such payment the amount of said forfeiture.

Article 4 Services and Resources

4.1 **Services Contractor Agrees to Perform.** Contractor agrees to perform the Services provided for in Appendix A, "Scope of Services." Officers and employees of the City are not authorized to request, and the City is not required to reimburse the Contractor for,

Services beyond the Scope of Services listed in Appendix A, unless Appendix A is modified as provided in Section 11.5, "Modification of this Agreement."

4.2 **Qualified Personnel**. Contractor shall utilize only competent personnel under the supervision of, and in the employment of, Contractor (or Contractor's authorized subcontractors) to perform the Services. Contractor will comply with City's reasonable requests regarding assignment and/or removal of personnel, but all personnel, including those assigned at City's request, must be supervised by Contractor. Contractor shall commit adequate resources to allow timely completion within the project schedule specified in this Agreement.

4.3 **Subcontracting.**

4.3.1 Contractor may subcontract portions of the Services only upon prior written approval of City. Contractor is responsible for its subcontractors throughout the course of the work required to perform the Services. All Subcontracts must incorporate the terms of Article 10 "Additional Requirements Incorporated by Reference" of this Agreement, unless inapplicable. Neither Party shall, on the basis of this Agreement, contract on behalf of, or in the name of, the other Party. Any agreement made in violation of this provision shall be null and void.

4.3.2 City's execution of this Agreement constitutes its approval of the subcontractors listed below.

Contractor will not employ subcontractors.

4.4 **Independent Contractor; Payment of Employment Taxes and Other Expenses.**

4.4.1 **Independent Contractor**. For the purposes of this Article 4, "Contractor" shall be deemed to include not only Contractor, but also any agent or employee of Contractor. Contractor acknowledges and agrees that at all times, Contractor or any agent or employee of Contractor shall be deemed at all times to be an independent contractor and is wholly responsible for the manner in which it performs the services and work requested by City under this Agreement. Contractor, its agents, and employees will not represent or hold themselves out to be employees of the City at any time. Contractor or any agent or employee of Contractor shall not have employee status with City, nor be entitled to participate in any plans, arrangements, or distributions by City pertaining to or in connection with any retirement, health or other benefits that City may offer its employees. Contractor or any agent or employee of Contractor is liable for the acts and omissions of itself, its employees and its agents. Contractor shall be responsible for all obligations and payments, whether imposed by federal, state or local law, including, but not limited to, FICA, income tax withholdings, unemployment compensation, insurance, and other similar responsibilities related to Contractor's performing services and work, or any agent or employee of Contractor providing same. Nothing in this Agreement shall be construed as creating an employment or agency relationship between City and Contractor or any agent or employee of Contractor. Any terms in this Agreement referring to direction from City shall be construed as providing for direction as to policy and the result of Contractor's work only, and not as to the means by which such a result is obtained. City does not retain the right to control the

means or the method by which Contractor performs work under this Agreement. Contractor agrees to maintain and make available to City, upon request and during regular business hours, accurate books and accounting records demonstrating Contractor's compliance with this section. Should City determine that Contractor, or any agent or employee of Contractor, is not performing in accordance with the requirements of this Agreement, City shall provide Contractor with written notice of such failure. Within five (5) business days of Contractor's receipt of such notice, and in accordance with Contractor policy and procedure, Contractor shall remedy the deficiency. Notwithstanding, if City believes that an action of Contractor, or any agent or employee of Contractor, warrants immediate remedial action by Contractor, City shall contact Contractor and provide Contractor in writing with the reason for requesting such immediate action.

4.4.2 **Payment of Employment Taxes and Other Expenses**. Should City, in its discretion, or a relevant taxing authority such as the Internal Revenue Service or the State Employment Development Division, or both, determine that Contractor is an employee for purposes of collection of any employment taxes, the amounts payable under this Agreement shall be reduced by amounts equal to both the employee and employer portions of the tax due (and offsetting any credits for amounts already paid by Contractor which can be applied against this liability). City shall then forward those amounts to the relevant taxing authority. Should a relevant taxing authority determine a liability for past services performed by Contractor for City, upon notification of such fact by City, Contractor shall promptly remit such amount due or arrange with City to have the amount due withheld from future payments to Contractor under this Agreement (again, offsetting any amounts already paid by Contractor which can be applied as a credit against such liability). A determination of employment status pursuant to the preceding two paragraphs shall be solely for the purposes of the particular tax in question, and for all other purposes of this Agreement, Contractor shall not be considered an employee of City. Notwithstanding the foregoing, Contractor agrees to indemnify and save harmless City and its officers, agents and employees from, and, if requested, shall defend them against any and all claims, losses, costs, damages, and expenses, including attorneys' fees, arising from this section.

4.5 **Assignment**. The Services to be performed by Contractor are personal in character and neither this Agreement nor any duties or obligations hereunder may be assigned or delegated by Contractor unless first approved by City by written instrument executed and approved in the same manner as this Agreement. Any purported assignment made in violation of this provision shall be null and void.

4.6 **Warranty**. Contractor warrants to City that the Services will be performed with the degree of skill and care that is required by current, good and sound professional procedures and practices, and in conformance with generally accepted professional standards prevailing at the time the Services are performed so as to ensure that all Services performed are correct and appropriate for the purposes contemplated in this Agreement.

4.7 **Liquidated Damages.** By entering into this Agreement, Contractor agrees that if inmate meals are delivered more than thirty (30) minutes late, or not at all (including those cases where the meal must be re-prepared because, based on the good faith judgment of designated SFSD staff, the initial preparation does not meet the quality, composition or portion size standards specified in Appendix A, attached), City will suffer actual damages that will be impractical or extremely difficult to determine; further, Contractor agrees that a per-meal charge ($1.615 (one dollar and sixty-one and a half cents)/per-meal) multiplied by the number of meals

affected may be deducted from any money due to Contractor, following notice and a reasonable cure period, and that this is not a penalty, but is a reasonable estimate of the loss that City will incur based on the delay or failure to perform, established in light of the circumstances exiting at the time this contract was awarded. City may deduct this sum as liquidated damages. Such deductions shall not be considered a penalty, but rather agreed upon monetary damages sustained by City because of Contractor's failure to furnish deliverables to City within the time fixed. Notwithstanding the foregoing, Contractor shall not be liable for any liquidated damages if the late delivery or failure to deliver inmate meals is not due solely to Contractor's failure to meet its obligations under the contract for reasons within Contractor's control.

Article 5 Insurance and Indemnity

5.1 Insurance.

5.1.1 **Required Coverages.** Without in any way limiting Contractor's liability pursuant to the "Indemnification" section of this Agreement, Contractor must maintain in force, during the full term of the Agreement, insurance in the following amounts and coverages:

(a) Workers' Compensation, in statutory amounts, with Employers' Liability Limits of $1,000,000 each accident, injury, or illness; and

(b) Commercial General Liability Insurance with limits of $5,000,000 each occurrence and $10,000,000 general aggregate for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Food Product Liability; Products and Completed Operations; and

(c) Commercial Automobile Liability Insurance with limits of $1,000,000 each occurrence, "Combined Single Limit" for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.

(d) Contractor shall maintain in force during the full life of the agreement Cyber and Privacy Insurance with limits of $1,000,000 per occurrence. Such insurance shall include coverage for liability arising from theft, dissemination, and/or use of confidential information, including but not limited to, bank and credit card account information or personal information, such as name, address, social security numbers, protected health information or other personally identifying information, stored or transmitted in electronic form.

5.1.2 Commercial General Liability and Commercial Automobile Liability Insurance policies must be endorsed to provide:

(a) Name as Additional Insured the City and County of San Francisco, its Officers, and Employees.

(b) That such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.

5.1.3 Contractor shall provide thirty (30) days' advance written notice to the City of cancellation, intended non-renewal, or reduction in coverages, except for non-payment for which no less than ten (10) days' notice shall be provided to City. Notices shall be sent to the City address set forth in Section 11.1 entitled "Notices to the Parties."

5.1.4 Should any of the required insurance be provided under a claims-made form, Contractor shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the expiration of this Agreement, to the effect that, should occurrences during the contract term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.

5.1.5 Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence or claims limits specified above.

5.1.6 Should any required insurance lapse during the term of this Agreement, requests for payments originating after such lapse shall not be processed until the City receives satisfactory evidence of reinstated coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated, the City may, at its sole option, terminate this Agreement effective on the date of such lapse of insurance.

5.1.7 Before commencing any Services, Contractor shall furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VIII or higher, that are authorized to do business in the State of California, and that are satisfactory to City, in form evidencing all coverages set forth above. Approval of the insurance by City shall not relieve or decrease Contractor's liability hereunder.

5.1.8 Any insurance coverage (additional insured or otherwise) that Contractor provides for the Additional Insureds shall only cover insured liability assumed by Contractor in this Agreement; such insurance coverage shall not otherwise cover liability in connection with or arising out of the wrongful or negligent acts or omissions of the Additional Insureds.

5.1.9 The Workers' Compensation policy(ies) shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

5.2 **Indemnification**. Contractor shall indemnify and hold harmless City and its officers, agents and employees from, and, if requested, shall defend them from and against any and all claims, demands, losses, damages, costs, expenses, and liability (legal, contractual, or otherwise) arising from or in any way connected with any: (i) injury to or death of a person, including employees of City or Contractor; (ii) loss of or damage to property; (iii) violation of local, state, or federal common law, statute or regulation, including but not limited to privacy or personally identifiable information, health information, disability and labor laws or regulations; (iv) strict liability imposed by any law or regulation; or (v) losses arising from Contractor's execution of subcontracts not in accordance with the requirements of this Agreement applicable to subcontractors; so long as such injury, violation, loss, or strict liability (as set forth in

subsections (i) – (v) above) arises directly or indirectly from Contractor's performance of this Agreement, including, but not limited to, Contractor's use of facilities or equipment provided by City or others, regardless of the negligence of, and regardless of whether liability without fault is imposed or sought to be imposed on City, except to the extent that such indemnity is void or otherwise unenforceable under applicable law, and except where such loss, damage, injury, liability or claim is the result of the active negligence or willful misconduct of City and is not contributed to by any act of, or by any omission to perform some duty imposed by law or agreement on Contractor, its subcontractors, or either's agent or employee. The foregoing indemnity shall include, without limitation, reasonable fees of attorneys, consultants and experts and related costs and City's costs of investigating any claims against the City.

In addition to Contractor's obligation to indemnify City, Contractor specifically acknowledges and agrees that it has an immediate and independent obligation to defend City from any claim which actually or potentially falls within this indemnification provision, even if the allegations are or may be groundless, false or fraudulent, which obligation arises at the time such claim is tendered to Contractor by City and continues at all times thereafter.

Contractor shall indemnify and hold City harmless from all loss and liability, including attorneys' fees, court costs and all other litigation expenses for any infringement of the patent rights, copyright, trade secret or any other proprietary right or trademark, and all other intellectual property claims of any person or persons arising directly or indirectly from the receipt by City, or any of its officers or agents, of Contractor's Services.

Article 6 Liability of the Parties

6.1 **Liability of City.** CITY'S PAYMENT OBLIGATIONS UNDER THIS AGREEMENT SHALL BE LIMITED TO THE PAYMENT OF THE COMPENSATION PROVIDED FOR IN SECTION 3.3.1, "PAYMENT," OF THIS AGREEMENT. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, IN NO EVENT SHALL CITY BE LIABLE, REGARDLESS OF WHETHER ANY CLAIM IS BASED ON CONTRACT OR TORT, FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE SERVICES PERFORMED IN CONNECTION WITH THIS AGREEMENT.

6.2 **Liability for Use of Equipment.** City shall not be liable for any damage to persons or property as a result of the use, misuse or failure of any equipment used by Contractor, or any of its subcontractors, or by any of their employees, even though such equipment is furnished, rented or loaned by City.

6.3 **Liability for Incidental and Consequential Damages.** Notwithstanding any other provision of this agreement, Contractor shall not be responsible for incidental and consequential damages resulting in whole or in part from Contractor's acts or omissions. However, Contractor shall be liable for incidental and consequential damages resulting from (1) damages caused by Contractor's gross negligence, reckless conduct or willful acts or omissions, (2) claims or damages that fall within the insurance coverage of this agreement, (3) statutory damages specified in this agreement, (4) Contractor's obligation to indemnify and defend City

for intellectual property infringement, (5) Contractor's warranties under this agreement, (6) wrongful death caused by Contractor, (7) punitive or treble damages, and (8) damages caused by Contractor's default or breach of the agreement.

Article 7 Payment of Taxes

7.1 Except for any applicable California sales and use taxes charged by Contractor to City, Contractor shall pay all taxes, including possessory interest taxes levied upon or as a result of this Agreement, or the Services delivered pursuant hereto. Contractor shall remit to the State of California any sales or use taxes paid by City to Contractor under this Agreement. Contractor agrees to promptly provide information requested by the City to verify Contractor's compliance with any State requirements for reporting sales and use tax paid by City under this Agreement.

7.2 Contractor acknowledges that this Agreement may create a "possessory interest" for property tax purposes. Generally, such a possessory interest is not created unless the Agreement entitles the Contractor to possession, occupancy, or use of City property for private gain. If such a possessory interest is created, then the following shall apply:

7.2.1 Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that Contractor, and any permitted successors and assigns, may be subject to real property tax assessments on the possessory interest.

7.2.2 Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that the creation, extension, renewal, or assignment of this Agreement may result in a "change in ownership" for purposes of real property taxes, and therefore may result in a revaluation of any possessory interest created by this Agreement. Contractor accordingly agrees on behalf of itself and its permitted successors and assigns to report on behalf of the City to the County Assessor the information required by Revenue and Taxation Code section 480.5, as amended from time to time, and any successor provision.

7.2.3 Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that other events also may cause a change of ownership of the possessory interest and result in the revaluation of the possessory interest. (see, e.g., Rev. & Tax. Code section 64, as amended from time to time). Contractor accordingly agrees on behalf of itself and its permitted successors and assigns to report any change in ownership to the County Assessor, the State Board of Equalization or other public agency as required by law.

7.2.4 Contractor further agrees to provide such other information as may be requested by the City to enable the City to comply with any reporting requirements for possessory interests that are imposed by applicable law.

Article 8 Termination and Default

8.1 Termination for Convenience

8.1.1 Contractor shall have the option, in its sole discretion, to terminate this Agreement, upon 180 days prior written notice to City, for convenience and without cause. The notice shall specify the date on which termination shall become effective. City shall have the option, in its sole discretion, to terminate this Agreement, at any time during the term hereof, for

convenience and without cause. City shall exercise this option by giving Contractor written notice of termination. The notice shall specify the date on which termination shall become effective.

8.1.2 Upon receipt of the notice of termination, Contractor shall commence and perform, with diligence, all actions necessary on the part of Contractor to effect the termination of this Agreement on the date specified by City and to minimize the liability of Contractor and City to third parties as a result of termination. All such actions shall be subject to the prior approval of City. Such actions shall include, without limitation:

(a) Halting the performance of all Services under this Agreement on the date(s) and in the manner specified by City.

(b) Terminating all existing orders and subcontracts.

(c) Not placing any further orders or subcontracts for materials, Services, equipment or other items.

(d) At City's direction, assigning to City any or all of Contractor's right, title, and interest under the orders and subcontracts terminated. Upon such assignment, City shall have the right, in its sole discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts.

(e) Subject to City's approval, settling all outstanding liabilities and all claims arising out of the termination of orders and subcontracts.

(f) Completing performance of any Services that City designates to be completed prior to the date of termination specified by City.

(g) Taking such action as may be necessary, or as the City may direct, for the protection and preservation of any property related to this Agreement which is in the possession of Contractor and in which City has or may acquire an interest.

8.1.3 Within 30 days after the specified termination date, Contractor shall submit to City an invoice, which shall set forth each of the following as a separate line item:

(a) The reasonable cost to Contractor, without profit, for all Services prior to the specified termination date, for which Services City has not already tendered payment. Reasonable costs may include a reasonable allowance for actual overhead, not to exceed a total of 10% of Contractor's direct costs for Services. Any overhead allowance shall be separately itemized. Contractor may also recover the reasonable cost of preparing the invoice.

(b) A reasonable allowance for profit on the cost of the Services described in the immediately preceding subsection (a), provided that Contractor can establish, to the satisfaction of City, that Contractor would have made a profit had all Services under this Agreement been completed, and provided further, that the profit allowed shall in no event exceed 5% of such cost.

(c) The reasonable cost to Contractor of handling material or equipment returned to the vendor, delivered to the City or otherwise disposed of as directed by the City.

(d) A deduction for the cost of materials to be retained by Contractor, amounts realized from the sale of materials and not otherwise recovered by or credited to City, and any other appropriate credits to City against the cost of the Services or other work.

8.1.4 In no event shall City be liable for costs incurred by Contractor or any of its subcontractors after the termination date specified by City, except for those costs specifically enumerated and described in Section 8.1.3. Such non-recoverable costs include, but are not limited to, anticipated profits on the Services under this Agreement, post-termination employee salaries, post-termination administrative expenses, post-termination overhead or unabsorbed overhead, attorneys' fees or other costs relating to the prosecution of a claim or lawsuit, prejudgment interest, or any other expense which is not reasonable or authorized under Section 8.1.3.

8.1.5 In arriving at the amount due to Contractor under this Section, City may deduct: (i) all payments previously made by City for Services covered by Contractor's final invoice; (ii) any claim which City may have against Contractor in connection with this Agreement; (iii) any invoiced costs or expenses excluded pursuant to the immediately preceding subsection 8.1.4; and (iv) in instances in which, in the opinion of the City, the cost of any Service performed under this Agreement is excessively high due to costs incurred to remedy or replace defective or rejected Services, the difference between the invoiced amount and City's estimate of the reasonable cost of performing the invoiced Services in compliance with the requirements of this Agreement.

8.1.6 City's payment obligation under this Section shall survive termination of this Agreement.

8.2 **Termination for Default; Remedies.**

8.2.1 Each of the following shall constitute an immediate event of default ("Event of Default") under this Agreement:

(a) Contractor fails or refuses to perform or observe any term, covenant or condition contained in any of the following Sections of this Agreement:

3.5	Submitting False Claims.	10.10	Alcohol and Drug-Free Workplace
4.5	Assignment	10.13	Working with Minors
Article 5	Insurance and Indemnity	11.10	Compliance with Laws
Article 7	Payment of Taxes	13.1	Nondisclosure of Private, Proprietary or Confidential Information

(b) Contractor fails or refuses to perform or observe any other term, covenant or condition contained in this Agreement, including any obligation imposed by ordinance or statute and incorporated by reference herein, and such default continues for a period of ten days after written notice thereof from City to Contractor.

(c) Contractor (i) is generally not paying its debts as they become due; (ii) files, or consents by answer or otherwise to the filing against it of a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take

advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction; (iii) makes an assignment for the benefit of its creditors; (iv) consents to the appointment of a custodian, receiver, trustee or other officer with similar powers of Contractor or of any substantial part of Contractor's property; or (v) takes action for the purpose of any of the foregoing.

(d) A court or government authority enters an order (i) appointing a custodian, receiver, trustee or other officer with similar powers with respect to Contractor or with respect to any substantial part of Contractor's property, (ii) constituting an order for relief or approving a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction or (iii) ordering the dissolution, winding-up or liquidation of Contractor.

8.2.2 On and after any Event of Default, City shall have the right to exercise its legal and equitable remedies, including, without limitation, the right to terminate this Agreement or to seek specific performance of all or any part of this Agreement. In addition, where applicable, City shall have the right (but no obligation) to cure (or cause to be cured) on behalf of Contractor any Event of Default; Contractor shall pay to City on demand all costs and expenses incurred by City in effecting such cure, with interest thereon from the date of incurrence at the maximum rate then permitted by law. City shall have the right to offset from any amounts due to Contractor under this Agreement or any other agreement between City and Contractor: (i) all damages, losses, costs or expenses incurred by City as a result of an Event of Default; and (ii) any liquidated damages levied upon Contractor pursuant to the terms of this Agreement; and (iii), any damages imposed by any ordinance or statute that is incorporated into this Agreement by reference, or into any other agreement with the City.

8.2.3 All remedies provided for in this Agreement may be exercised individually or in combination with any other remedy available hereunder or under applicable laws, rules and regulations. The exercise of any remedy shall not preclude or in any way be deemed to waive any other remedy. Nothing in this Agreement shall constitute a waiver or limitation of any rights that City may have under applicable law.

8.2.4 Any notice of default must be sent by registered mail to the address set forth in Article 11.

8.3 **Non-Waiver of Rights.** The omission by either party at any time to enforce any default or right reserved to it, or to require performance of any of the terms, covenants, or provisions hereof by the other party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.

8.4 **Rights and Duties upon Termination or Expiration.**

8.4.1 This Section and the following Sections of this Agreement listed below, shall survive termination or expiration of this Agreement:

3.3.2	Payment Limited to Satisfactory Services		9.1	Ownership of Results

			9.2	Works for Hire
3.4	Audit and Inspection of Records		11.6	Dispute Resolution Procedure
3.5	Submitting False Claims		11.7	Agreement Made in California; Venue
Article 5	Insurance and Indemnity		11.8	Construction
6.1	Liability of City		11.9	Entire Agreement
6.3	Liability for Incidental and Consequential Damages		11.10	Compliance with Laws
Article 7	Payment of Taxes		11.11	Severability
8.1.6	Payment Obligation		13.1	Nondisclosure of Private, Proprietary or Confidential Information

8.4.2 Subject to the survival of the Sections identified in Section 8.4.1, above, if this Agreement is terminated prior to expiration of the term specified in Article 2, this Agreement shall be of no further force or effect. Contractor shall transfer title to City, and deliver in the manner, at the times, and to the extent, if any, directed by City, any work in progress, completed work, supplies, equipment, and other materials produced as a part of, or acquired in connection with the performance of this Agreement, and any completed or partially completed work which, if this Agreement had been completed, would have been required to be furnished to City.

Article 9 Rights In Deliverables

9.1 **Ownership of Results.** Any interest of Contractor or its subcontractors, in the Deliverables, including any drawings, plans, specifications, blueprints, studies, reports, memoranda, computation sheets, computer files and media or other documents prepared by Contractor or its subcontractors for the purposes of this agreement, shall become the property of and will be transmitted to City. However, unless expressly prohibited elsewhere in this Agreement, Contractor may retain and use copies for reference and as documentation of its experience and capabilities.

9.2 **Reserved. (Works for Hire.)**

Article 10 Additional Requirements Incorporated by Reference

10.1 **Laws Incorporated by Reference.** The full text of the laws listed in this Article 10, including enforcement and penalty provisions, are incorporated by reference into this Agreement. The full text of the San Francisco Municipal Code provisions incorporated by reference in this Article and elsewhere in the Agreement ("Mandatory City Requirements") are available at http://www.amlegal.com/codes/client/san-francisco_ca/ .

10.2 **Conflict of Interest.** By executing this Agreement, Contractor certifies that it does not know of any fact which constitutes a violation of Section 15.103 of the City's Charter; Article III, Chapter 2 of City's Campaign and Governmental Conduct Code; Title 9, Chapter 7 of the California Government Code (Section 87100 *et seq.*), or Title 1, Division 4, Chapter 1,

Article 4 of the California Government Code (Section 1090 *et seq.*), and further agrees promptly to notify the City if it becomes aware of any such fact during the term of this Agreement.

10.3 **Prohibition on Use of Public Funds for Political Activity.** In performing the Services, Contractor shall comply with San Francisco Administrative Code Chapter 12G, which prohibits funds appropriated by the City for this Agreement from being expended to participate in, support, or attempt to influence any political campaign for a candidate or for a ballot measure. Contractor is subject to the enforcement and penalty provisions in Chapter 12G.

10.4 **Reserved.**

10.5 **Nondiscrimination Requirements.**

10.5.1 **Non Discrimination in Contracts**. Contractor shall comply with the provisions of Chapters 12B and 12C of the San Francisco Administrative Code. Contractor shall incorporate by reference in all subcontracts the provisions of Sections12B.2(a), 12B.2(c)-(k), and 12C.3 of the San Francisco Administrative Code and shall require all subcontractors to comply with such provisions. Contractor is subject to the enforcement and penalty provisions in Chapters 12B and 12C.

10.5.2 **Nondiscrimination in the Provision of Employee Benefits**. San Francisco Administrative Code 12B.2. Contractor does not as of the date of this Agreement, and will not during the term of this Agreement, in any of its operations in San Francisco, on real property owned by San Francisco, or where work is being performed for the City elsewhere in the United States, discriminate in the provision of employee benefits between employees with domestic partners and employees with spouses and/or between the domestic partners and spouses of such employees, subject to the conditions set forth in San Francisco Administrative Code Section12B.2.

10.6 **Local Business Enterprise and Non-Discrimination in Contracting Ordinance.** Contractor shall comply with all applicable provisions of Chapter 14B ("LBE Ordinance"). Contractor is subject to the enforcement and penalty provisions in Chapter 14B.

10.7 **Minimum Compensation Ordinance.** Contractor shall pay covered employees no less than the minimum compensation required by San Francisco Administrative Code Chapter 12P. Contractor is subject to the enforcement and penalty provisions in Chapter 12P. By signing and executing this Agreement, Contractor certifies that it is in compliance with Chapter 12P.

10.8 **Health Care Accountability Ordinance.** Contractor shall comply with San Francisco Administrative Code Chapter 12Q. Contractor shall choose and perform one of the Health Care Accountability options set forth in San Francisco Administrative Code Chapter 12Q.3. Contractor is subject to the enforcement and penalty provisions in Chapter 12Q.

10.9 **First Source Hiring Program.** Contractor must comply with all of the provisions of the First Source Hiring Program, Chapter 83 of the San Francisco Administrative Code, that apply to this Agreement, and Contractor is subject to the enforcement and penalty provisions in Chapter 83.

10.10 **Alcohol and Drug-Free Workplace.** City reserves the right to deny access to, or require Contractor to remove from, City facilities personnel of any Contractor or subcontractor who City has reasonable grounds to believe has engaged in alcohol abuse or illegal drug activity

which in any way impairs City's ability to maintain safe work facilities or to protect the health and well-being of City employees and the general public. City shall have the right of final approval for the entry or re-entry of any such person previously denied access to, or removed from, City facilities. Illegal drug activity means possessing, furnishing, selling, offering, purchasing, using or being under the influence of illegal drugs or other controlled substances for which the individual lacks a valid prescription. Alcohol abuse means possessing, furnishing, selling, offering, or using alcoholic beverages, or being under the influence of alcohol.

10.11 **Limitations on Contributions.** By executing this Agreement, Contractor acknowledges that it is familiar with section 1.126 of the City's Campaign and Governmental Conduct Code, which prohibits any person who contracts with the City for the rendition of personal services, for the furnishing of any material, supplies or equipment, for the sale or lease of any land or building, or for a grant, loan or loan guarantee, from making any campaign contribution to (1) an individual holding a City elective office if the contract must be approved by the individual, a board on which that individual serves, or the board of a state agency on which an appointee of that individual serves, (2) a candidate for the office held by such individual, or (3) a committee controlled by such individual, at any time from the commencement of negotiations for the contract until the later of either the termination of negotiations for such contract or six months after the date the contract is approved. The prohibition on contributions applies to each prospective party to the contract; each member of Contractor's board of directors; Contractor's chairperson, chief executive officer, chief financial officer and chief operating officer; any person with an ownership interest of more than 20 percent in Contractor; any subcontractor listed in the bid or contract; and any committee that is sponsored or controlled by Contractor. Contractor must inform each such person of the limitation on contributions imposed by Section 1.126 and provide the names of the persons required to be informed to City.

10.12 **Reserved. (Slavery Era Disclosure.)**

10.13 **Reserved. (Working with Minors.)**

10.14 **Consideration of Criminal History in Hiring and Employment Decisions.**

10.14.1 Contractor agrees to comply fully with and be bound by all of the provisions of Chapter 12T, "City Contractor/Subcontractor Consideration of Criminal History in Hiring and Employment Decisions," of the San Francisco Administrative Code ("Chapter 12T"), including the remedies provided, and implementing regulations, as may be amended from time to time. The provisions of Chapter 12T are incorporated by reference and made a part of this Agreement as though fully set forth herein. The text of the Chapter 12T is available on the web at http://sfgov.org/olse/fco. Contractor is required to comply with all of the applicable provisions of 12T, irrespective of the listing of obligations in this Section. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 12T.

10.14.2 The requirements of Chapter 12T shall only apply to a Contractor's or Subcontractor's operations to the extent those operations are in furtherance of the performance of

this Agreement, shall apply only to applicants and employees who would be or are performing work in furtherance of this Agreement, and shall apply when the physical location of the employment or prospective employment of an individual is wholly or substantially within the City of San Francisco. Chapter 12T shall not apply when the application in a particular context would conflict with federal or state law or with a requirement of a government agency implementing federal or state law.

10.15 **Reserved. (Public Access to Nonprofit Records and Meetings.)**

10.16 **Food Service Waste Reduction Requirements.** Contractor shall comply with the Food Service Waste Reduction Ordinance, as set forth in San Francisco Environment Code Chapter 16, including but not limited to the remedies for noncompliance provided therein.

10.17 **Sugar-Sweetened Beverage Prohibition.** Contractor agrees that it will not sell, provide, or otherwise distribute Sugar-Sweetened Beverages, as defined by San Francisco Administrative Code Chapter 101, as part of its performance of this Agreement.

10.18 **Tropical Hardwood and Virgin Redwood Ban.** Pursuant to San Francisco Environment Code Section 804(b), the City urges Contractor not to import, purchase, obtain, or use for any purpose, any tropical hardwood, tropical hardwood wood product, virgin redwood or virgin redwood wood product.

10.19 **Reserved. (Preservative Treated Wood Products.)**

Article 11 General Provisions

11.1 **Notices to the Parties.** Unless otherwise indicated in this Agreement, all written communications sent by the Parties may be by U.S. mail or e-mail, and shall be addressed as follows:

To City: **SAN FRANCISCO SHERIFF'S DEPARTMENT**
ATTN: Paul Miyamoto, Chief Deputy
City Hall, Room 456
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4676

Email: paul.miyamoto@sfgov.org
Fax: (415) 522-8195

To Contractor: **ARAMARK Correctional Services, LLC.**
ATTN: Vice President, Finance
1101 Market Street
Philadelphia, PA 19107

Email: adams-mark@aramark.com

Any notice of default must be sent by registered mail. Either Party may change the address to which notice is to be sent by giving written notice thereof to the other Party. If email notification is used, the sender must specify a receipt notice.

11.2 **Compliance with Americans with Disabilities Act.** Contractor shall provide the Services in a manner that complies with the Americans with Disabilities Act (ADA), including but not limited to Title II's program access requirements, and all other applicable federal, state and local disability rights legislation.

11.3 **Reserved.**

11.4 **Sunshine Ordinance.** Contractor acknowledges that this Agreement and all records related to its formation, Contractor's performance of Services, and City's payment are subject to the California Public Records Act, (California Government Code §6250 et. seq.), and the San Francisco Sunshine Ordinance, (San Francisco Administrative Code Chapter 67). Such records are subject to public inspection and copying unless exempt from disclosure under federal, state or local law.

11.5 **Modification of this Agreement.** This Agreement may not be modified, nor may compliance with any of its terms be waived, except as noted in Section 11.1, "Notices to Parties," regarding change in personnel or place, and except by written instrument executed and approved in the same manner as this Agreement. Contractor shall cooperate with Department to submit to the Director of CMD any amendment, modification, supplement or change order that would result in a cumulative increase of the original amount of this Agreement by more than 20% (CMD Contract Modification Form).

11.6 **Dispute Resolution Procedure.**

11.6.1 **Negotiation; Alternative Dispute Resolution.** The Parties will attempt in good faith to resolve any dispute or controversy arising out of or relating to the performance of services under this Agreement. If the Parties are unable to resolve the dispute, then, pursuant to San Francisco Administrative Code Section 21.36, Contractor may submit to the Contracting Officer a written request for administrative review and documentation of the Contractor's claim(s). Upon such request, the Contracting Officer shall promptly issue an administrative decision in writing, stating the reasons for the action taken and informing the Contractor of its right to judicial review. If agreed by both Parties in writing, disputes may be resolved by a mutually agreed-upon alternative dispute resolution process. If the parties do not mutually agree to an alternative dispute resolution process or such efforts do not resolve the dispute, then either Party may pursue any remedy available under California law. The status of any dispute or controversy notwithstanding, Contractor shall proceed diligently with the performance of its obligations under this Agreement in accordance with the Agreement and the written directions of the City. Neither Party will be entitled to legal fees or costs for matters resolved under this section.

11.6.2 **Government Code Claim Requirement.** No suit for money or damages may be brought against the City until a written claim therefor has been presented to and rejected by the City in conformity with the provisions of San Francisco Administrative Code Chapter 10 and California Government Code Section 900, et seq. Nothing set forth in this Agreement shall operate to toll, waive or excuse Contractor's compliance with the California Government Code

Claim requirements set forth in San Francisco Administrative Code Chapter 10 and California Government Code Section 900, et seq.

11.7 **Agreement Made in California; Venue.** The formation, interpretation and performance of this Agreement shall be governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in San Francisco.

11.8 **Construction.** All paragraph captions are for reference only and shall not be considered in construing this Agreement.

11.9 **Entire Agreement.** This contract sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only as provided in Section 11.5, "Modification of this Agreement."

11.10 **Compliance with Laws.** Contractor shall keep itself fully informed of the City's Charter, codes, ordinances and duly adopted rules and regulations of the City and of all state, and federal laws in any manner affecting the performance of this Agreement, and must at all times comply with such local codes, ordinances, and regulations and all applicable laws as they may be amended from time to time.

11.11 **Severability.** Should the application of any provision of this Agreement to any particular facts or circumstances be found by a court of competent jurisdiction to be invalid or unenforceable, then (a) the validity of other provisions of this Agreement shall not be affected or impaired thereby, and (b) such provision shall be enforced to the maximum extent possible so as to effect the intent of the parties and shall be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.

11.12 **Cooperative Drafting.** This Agreement has been drafted through a cooperative effort of City and Contractor, and both Parties have had an opportunity to have the Agreement reviewed and revised by legal counsel. No Party shall be considered the drafter of this Agreement, and no presumption or rule that an ambiguity shall be construed against the Party drafting the clause shall apply to the interpretation or enforcement of this Agreement.

11.13 **Order of Precedence.** Contractor agrees to perform the services described below in accordance with the terms and conditions of this Agreement, implementing task orders, the RFP, and Contractor's proposal dated February 7, 2018. The RFP and Contractor's proposal are incorporated by reference as though fully set forth herein. Should there be a conflict of terms or conditions, this Agreement and any implementing task orders shall control over the RFP and the Contractor's proposal.

Article 12 Department Specific Terms

12.1 **Reserved.**

Article 13 Data and Security

13.1 Nondisclosure of Private, Proprietary or Confidential Information.

13.1.1 If this Agreement requires City to disclose "Private Information" to Contractor within the meaning of San Francisco Administrative Code Chapter 12M, Contractor and subcontractor shall use such information only in accordance with the restrictions stated in Chapter 12M and in this Agreement and only as necessary in performing the Services. Contractor is subject to the enforcement and penalty provisions in Chapter 12M.

13.1.2 In the performance of Services, Contractor may have access to City's proprietary or confidential information, the disclosure of which to third parties may damage City. If City discloses proprietary or confidential information to Contractor, such information must be held by Contractor in confidence and used only in performing the Agreement. Contractor shall exercise the same standard of care to protect such information as a reasonably prudent contractor would use to protect its own proprietary or confidential information.

13.2 Reserved. (Payment Card Industry ("PCI") Requirements.)

13.3 Reserved. (Business Associate Agreement.)

Article 14 MacBride And Signature

14.1 **MacBride Principles - Northern Ireland.** The provisions of San Francisco Administrative Code §12F are incorporated herein by this reference and made part of this Agreement. By signing this Agreement, Contractor confirms that Contractor has read and understood that the City urges companies doing business in Northern Ireland to resolve employment inequities and to abide by the MacBride Principles, and urges San Francisco companies to do business with corporations that abide by the MacBride Principles.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first mentioned above.

CITY

Recommended by:

_____

Vicki Hennessy
Sheriff
San Francisco Sheriff's Department

Approved as to Form:

Dennis J. Herrera
City Attorney

By: _____

Jana Clark
Deputy City Attorney

Approved:

_____

Jaci Fong
Director of the Office of Contract Administration, and Purchaser

CONTRACTOR

ARAMARK Correctional Services, LLC

_____

Mark R. Adams
Vice President, Finance
1101 Market Street
Philadelphia, PA 19107

City vendor number: **0000025201**

Appendices

A: Scope of Services
B: Calculation of Charges
C: Sample Menu Forms (C-1, C-2, C-3, C-4)
D: Meal Count Forms (D-1, D-2, D-3)
E: Jail Owned Equipment Inventory Record
F: Jail Owned Equipment Maintenance Record
G: Culinary Program
H: Good Food Purchasing Star Level 1

Appendix A
Scope of Services

I. Description of Services

Contractor agrees to perform the following Services:

All written Deliverables, including any copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.

ARAMARK Correctional Services, LLC. will deliver daily quality food service for staff and inmates of the County jails, while maintaining the established nutritional and health standards per the State of California Board of State and Community Corrections (BSCC), Title 15, Minimum Standards for Local Detention Facilities, Article 12. Food – Sections 1240 to 1248, Recommended Dietary Allowances (RDA) stated by the National Academy of Sciences; the USDA guidelines for food compositions; and a specific per meal requirement of no more than 2.5 grams sodium and saturated dietary fat should not exceed 10 percent of total calories on a weekly basis. In addition, ARAMARK agrees to provide a comprehensive culinary program, including SafeServe training and California State certification, for inmates working in the jail kitchens and participating in jail educational programs. This program will be coordinated through the jail education program (Five Keys Charter School) and/or Five Keys' post-release program, and shall make a good faith effort to assist with job placement opportunities. ARAMARK must work with the SFSD and Purchasing to complete a baseline assessment within 12-months of contract execution and must comply with at least the Good Food Purchasers 1-Star level per Appendix H.

ARAMARK agrees to provide the number and types of meals, and perform services, as specified in this Appendix A.

A. Description of Jail Facilities

1. Hall of Justice Facility

a. County Jail #1*: 425 7th Street (Holding Cells Only)
Authorized Staff: Total 83
Inmate Population Total Holding Capacity: 301

*As this is the Intake and Release Facility for the jail system, this jail has no rated beds. All cells are holding cells, with men and women housed in designated areas. Only sack lunches are provided to arrestees in this jail. Sack lunches received from the kitchen will be secured in a designated area. There is a break room in the facility for staff. There is no Officer Dining Room in this jail. Staff may eat in the break room or in the Officer Dining Room at County Jail #2.

b. County Jail #2*: 425 7th Street, San Francisco

Authorized Staff Total: 105
Inmate Capacity Total: 336 (Men: 176, Women: 160)

Meal Service	Breakfast	Lunch	Dinner
Inmate Meal Times	0500-0530	1000	1600
Officer Dining Room Hours	0100-0600	1000-1400	1800-2200

* This jail has an additional 72 inmate beds for medical and psychiatric special housing. (Please Note: During the life of the contract, it is expected that County Jail #4 may close and County Jail #2 kitchen may be renovated and operational as a replacement).

c. County Jail #3: 850 Bryant Street, 6th Floor, San Francisco
(Currently Closed)
Authorized Staff Total: 77
Inmate Operational Capacity Total: 426 (Men Only)

Meal Service	Breakfast	Lunch	Dinner
Inmate Meal Times	0430-0500	0930-1000	1530-1600
Officer Dining Room Hours	0100-0400	1000-1330	1600-2030

d. County Jail #4: 850 Bryant Street, 7th Floor, San Francisco
Authorized Staff Total: 91
Inmate Capacity Total: 402 (Men Only)

Meal Service	Breakfast	Lunch	Dinner
Inmate Meal Times	0430-0500	0930-1000	1600-1630
Officer Dining Room Hours	1000-1400	2200-0200	

2. San Bruno Facility

a. County Jail #5. 1 Moreland Drive, San Bruno, CA
Authorized Staff Total: 183
Inmate Capacity Total: 768 (Men Only)

Meal Service	Breakfast	Lunch	Dinner
Inmate Meal Times	0445	1030	1600

Officer Dining Room Hours	0100-0500	1030-1300	1730-2100

b. County Jail #6: 1 Moreland Drive, San Bruno, CA (Currently closed, but may be re-opened as inmate population rises. Additionally, it is anticipated that County Jail #6 may open and have its meals prepared in the County Jail #5 kitchen).

Authorized Staff Total: 62

Inmate Capacity Total: 372 (Men Only)

Meal Service	Breakfast	Lunch	Dinner
Inmate Meal Times	0445	1030	1600
Officer Dining Room Hours	0100-0500	1030-1300	1730-2100

B. **Purchasing – Food & Disposables Specifications.** ARAMARK will adhere to the following minimum purchasing specifications when purchasing all food products and disposable service ware. The specifications will address the levels of quality, grade, size, pack, count and other relevant information. The San Francisco Sheriff's Department ("SFSD") must approve, in writing, and changes from the stated specifications. ARAMARK is responsible for receiving and properly securing all food and other goods received at the kitchen loading area or food service warehouse/ storage area.

1. ARAMARK shall work with the SFSD and Good Food Purchasing Program to complete a baseline assessment within 4-month of contract execution. ARAMARK shall assess their operations in following areas:

a. What are the advantages to your institution and the community for purchasing Good Food?

b. What percentage of currently purchased food is already local, sustainable, and fairly produced?

c. What barriers will limit participation in the program?

d. Are there extra transportation costs affiliated with purchasing an increased volume in local products?

e. What are the additional processing costs affiliated with purchasing local? What methods exist for offsetting such costs?

f. What types of local, sustainable, and fairly produced products do existing distributors or vendors offer?

g. How will your institution communicate the changes to consumers and employees?

2, ARAMARK must meet or exceed the Sheriff's Department's Good Food Purchasing 1 Star Level Standard as detailed in Appendix H – Good Food Purchasing Program in years 2 through 5, as well as, through any contract extensions.

3. **Food**. All Food purchased for use under this contract shall meet the following minimum specifications:

a. Beef, veal and lamb shall be of at least US Select grade under current USDA Grading for meat quality. The fat content of all ground beef products used cannot be in excess of 20 percent and the soy content cannot be in excess of six percent. Meat blends (i.e., beef and turkey) must be of equal proportions. All breaded products must have a product weight of 3 oz. before breading.

b. Poultry shall be at least USDA Grade B. Chicken quarters can be no less than 8 oz. raw weight. Legs or thighs must be 6 oz. minimum raw weight. All breaded products must have a product weight of 3 oz. before breading.

c. Canned fruits and vegetables must be at least USDA Grade C or standard. Frozen fruits and vegetables must be at least Grade B.

d. Fresh produce must be at least USDA No.2.

e. Each individual serving must be of sufficient size to meet the nutritional requirements listed in this section B, "Food Specifications"; section D, "Nutritional Requirements "section E, "Six Week Menu Cycle"; section #7 "Menus and Specifications" and section H, "Food Preparation, Presentation and Quality".

f. Dairy products must be at least USDA Grade A. Butter may be substituted for margarine when it is a commodity item. Low fat (1 percent) fluid milk must be used when milk is served as a beverage. Dry/powdered milk may be used in cooking/baking.

g. Eggs must be at least USDA Grade B Medium.

h. All seafood products must be approved by SFSD. Frozen fish and seafood must be from nationally distributed brands, packed under continuous government inspection.

i. Bakery products: All bakery products shall contain a minimum of 60% whole grain. Day-old breads may be purchased but must be used within 48 hours or frozen until the time of use.

j. ARAMARK will not purchase "second market" and/or distressed food items (including expired freshness dates) without the prior written approval from the SFSD Liaison.

k. ARAMARK shall provide a statement as to how often a physical inventory of processed and non-processed food and supply items will be taken.

l. ARAMARK shall comply with Administrative Code Chapter 27: Antibiotic Use In Food Animals. ARAMARK will work collaboratively with SFSD and the Department of the Environment to determine the feasibility of transitioning to procuring meat and poultry raised without routine use of medically important antibiotics. In the event ARAMARK and SFSD mutually determine a transition to procuring such meat and poultry is feasible, the parties shall negotiate and amend the unit prices set forth in Appendix B to reflect the incremental cost increase associated with Aramark's procurement of such meat and poultry.

4. **Surplus Food Usage**. At the present time, Federal Government sponsored commodities are not being made available for correctional institutions. In the even that they should be available during the life of this contract, it is to the SFSD's fiscal advantage that ARAMARK make their best efforts to obtain and maximize the use of Federal Government Surplus Commodities according to all rules in place at the time.

a. Aramark shall provide for the utilization of federally supplied commodities, which shall be strictly accounted for and used only for the benefit of the SFSD's food service operation, to the maximum extent allowed.

b. The liability for proper use and accountability for these commodities shall be the responsibility of ARAMARK.

c. Surplus food must be ordered, received, stored, and accounted for in accordance with State of California procedures.

d. ARAMARK shall submit its quarterly orders to the designated Facility Commander(s) for review and approval prior to forwarding to the State no later than the time and date specified.

e. A four (4) month estimate of surplus food usage must be submitted to the Facility Commander(s) no later than the fifteenth of November, March and July each year for the purposes of ordering (dates subject to change).

f. ARAMARK will pay the SFSD, in the form of a credit against meal charges; the State of California approved wholesale value of the surplus commodities. Shipping/handling fees incurred for picking up and transporting the surplus food will be the responsibility of ARAMARK.

g. ARAMARK will submit copies of its receipts (if received during that period) and prepared inventory/period usage report showing beginning inventory, receipts, usage and ending inventory along with the State of California approved wholesale value (by item and extended) to the designated Facility Commander(s) with its billing to the SFSD.

h. In the event that ARAMARK receives spoiled commodities, the responsible State of California agency is to be notified and disposition handled in accordance with their instructions.

i. Copies of all disposition records are to be forwarded to the Facility Commander in order for a credit to be made to the Contractor's commodity usage.

5. **Single Use/Disposables**. Below are the minimum requirements for compostable plastic food service packaging purchased and used by ARAMARK under this contract.

a. All disposable food service ware (cups, napkins, spoons, utensils, etc.) shall use biodegradable/compostable or recyclable product to comply with San Francisco Environment Code Chapter 16, Food Service and Packaging Waste Reduction Ordinance

b. All compostable plastics provided to the jails under this contract must be certified compostable and meet the Standard Specification for Compostable Plastics D6400 or Standard Specification for Biodegradable Plastics D6868, as adopted or subsequently amended by the American Society for Testing and Materials (ASTM).

c. Compostable plastic products must be clearly labeled as "compostable" with green lettering or green stripe and readily distinguishable from any non-compostable plastic products for both users as well as for those handling the products once they are discarded.

d. For items intended for "hot use", products must not melt, deform or break apart when they come in contact with hot food or liquids.

e. Plastic packaging which is considered "biodegradable' only, "oxy-degradable", "degradable" is not third-party certified as compostable or is not clearly labeled as compostable will not be considered for this contract.

f. ARAMARK must supply aprons, hairnets or hats and plastic gloves for use by inmate workers in the kitchen, as well as those delivering meals.

g. Per Amended San Francisco Environment Code Chapter 16, beginning July 1, 2019, City contractors are prohibited from selling, using or distributing any straws, stirrers, splash sticks, cocktail sticks, or toothpicks made with plastic.

h. Beginning January 1, 2020, all Food Service Ware must be Fluorinated Chemical Free.

D. **Nutritional Requirements.**

1. Menu Certifications.

a. ARAMARK will maintain menus reviewed and approved in writing by their Registered Dietitian, which, as adjusted for age, sex and activity level comply with the Recommended Dietary Allowances (RDA) stated by the National Academy of Sciences, and the nutritional requirements described in Title 15, Article 12: Food, Section 1241.

b. ARAMARK's menus will conform as closely as possible to the United States Department of Agriculture (USDA) guidelines for food composition, including those related to the amount of fat, cholesterol, sodium and dietary fiber. As required by the SFSD, ARAMARK's menus will contain no more than 2.5 gm. of sodium, and 30 percent fat.

d. ARAMARK shall provide the SFSD with written certification of the above menu review for each cycle menu prior to implementation. The data must provide at a minimum, weekly and total cycle summaries and list all Recommended Daily Allowance (RDA) vitamins and nutrients as well as cholesterol, sodium and fiber contents.

e. The SFSD reserves that right to request additional menu and/or nutritional modifications as part of any contract amendment renewal and/or price adjustment.

E. **Six Week Menu Cycle**. ARAMARK shall provide three meals per day as follows: Aramark will maintain a 42 day, (six week) inmate menu cycle, and will provide the SFSD liaison with a written description of the menus for each cycle at least ten days in advance. The description must include at a minimum, weekly and total cycle summaries, and list the amounts of all RDA vitamins and nutrients provided, as well as cholesterol, sodium and fiber contents. The SFSD reserves the right to request additional menu and/or nutritional modifications as part of any contract amendment, renewal, or price adjustment process. The menu will ensure the minimum daily caloric requirement of 2500 for adults is met or exceeded. (See Appendices C-2 through C-4).

1. **Minimum Menu Requirements.**

a. **Heart Healthy and/or Low Sodium General Population Meals**. The ARAMARK menu will provide the general population low sodium (approximately 2.5grams) heart healthy meals.

b. **Meal Designations**. ARAMARK will provide a cold breakfast, a cold lunch and a hot dinner meal to the inmates at each facility other than County Jail #1. All meals at County Jail #1 will be a cold sack lunch meal. Service for more than one cold meal per day at the remaining facilities shall be upon mutual agreement of the SFSD and ARAMARK. Cold meals must remain within the nutritional/caloric guidelines spelled out in the Agreement. The SFSD will have the option to modify the menu to a hot breakfast, a cold lunch and a hot dinner meal by providing ARAMARK a written notification of change. ARAMARK will implement the new menu within 30 days receiving the notification.

c. Dinners must always be a hot meal elevated in appearance, flavor, and taste as detailed in Appendix C-2, C-3, and C-4 – Regular Menu, Religious Menu, and Vegetarian Menu.

d. The menus must contain no more than an aggregate of twenty percent (20%) protein derived from soy products

e. **Beverages**. ARAMARK will provide a beverage at each meal to include a minimum of eight ounces of low fat (1 percent) fluid milk at breakfast and dinner daily and four ounces of fruit juice (not fruit drink) served a minimum of three times a week, at breakfast.

f. **Inmate Coffee**. ARAMARK will provide coffee for inmates housed in County Jail #2, County Jail #4, and County Jail #5. The coffee will only be provided for breakfast. Contractor shall provide coffee supplies that include, at the minimum, coffee, paper cups, stir sticks, sugar, and creamer.

i. SFSD shall have the option for ARAMARK to either provide cups and individually packaged instant coffee that will provide an eight (8) ounce serving once hot water is added to the cup or provide carafes of freshly brewed coffee and cups to serve an eight (8) ounce serving to each inmate.

ii. ARAMARK shall provide the insulated carafes to SFSD to dispense hot water or brewed coffee during the breakfast meals.

iii. ARAMARK shall immediately repair or replace damaged or leaking insulated carafes.

iv. SFSD staff will distribute the cups, coffee, and hot water during breakfast meals.

v. ARAMARK will provide inmate coffee service at no cost to the SFSD.

vi. All single-use/disposables such as, paper cups, stir sticks, spoons and straws must comply with Appendix A, Section I. B. 5., Single-Use/Disposables.

g. **Chicken**. Whole meat chicken (breast or leg and thigh combination) must be provided by ARAMARK at least once a week. Chicken quarters can be no less than 8 oz. raw weight. Legs or thighs must be 6 oz. minimum raw weight. All breaded products must have a product weight of 3 oz. before breading.

h. **Fresh fruit**. At a minimum the following fresh fruits will be served: oranges, apples, and petite bananas. ARAMARK will rotate the fruit served throughout the six-week inmate menu cycle. Inmates will be provided two servings of fruit a day.

2. **Menu Substitutions/Changes.**

a. ARAMARK's registered dietitian shall review and approve in writing all temporary substitutions as well as permanent changes to the published menu, as being nutritionally comparable to the item or items being replaced.

b. Permanent changes to the published menu must also be approved in writing by the SFSD liaison prior to implementation, and shall be noted in writing on the posted menu in the kitchen(s).

c. The revised menu shall also be forwarded to each of the Facility Commanders. ARAMARK will document the content of the meals as they are actually served, and retain this documentation as verification that Aramark is providing a nutritionally adequate diet. Such documentation will be submitted to the Facility Commander(s) if requested.

d. Any time there is a temporary menu change or last minute substitutions, for whatever reason, all Facility Commanders, or Watch Commander designees, must be notified via email at the time the change occurs, with a copy to the Chief of the Custody Operations Division, within 24 hours of the occurrence. The email shall contain the following:

i. The facility or facilities where the substitution occurred.

ii. The date and meal that was affected.

iii. The item(s) that was initially scheduled, the substitution with amount provided.

iv. The reason for the substitution.

e. Upon request, ARAMARK will provide a chronological log detailing all full or partial menu substitutions.

f. Documentation of menus as they are actually served must be maintained as verification of providing a nutritionally adequate diet and such documentation must be submitted to the Facility Commander(s), or Chief Deputy of Custody Operations if requested to do so.

F. **Special Dietary Guidelines**. The Medical Department prescribed meals for therapeutic/medical diets and religious diets shall be prepared, portioned and transported in the same manner as general population meals, and at the same cost per meal. ARAMARK will provide a current diet manual at each kitchen site and one to the SFSD Dietician.

1. **Medical/Therapeutic Diets**. ARAMARK will provide and distribute the following diets as requested, in writing, by the Jail Health Services (JHS) at the same per meal cost as regular diets.

a. **Cardiac Diet:** Low fat, low sodium, low cholesterol. Approximately 2.5 gm. sodium per meal and lower fat and cholesterol levels than the regular meal. The goal of this diet is to limit total fat to no more than 30% of calories and saturated fats to no more than 10% of calories.

b. **Support 1:** (high calorie, high protein for malnutrition), 600-700 additional calories, 25 to 35 grams of protein and 60 mg. of Vitamin C above the regular menu (additional milk provided for a total of 32 ounces (4 cups) daily), additional evening snack of 2 slices bread, 3 oz. of meat and condiments, plus one fresh fruit (not citrus or tomato as not well tolerated).

c. **Pregnancy:** Pregnancy diets will always include a hot breakfast and an evening snack consisting of a sandwich, milk, and non-citrus fruit or the nutritional equivalent.

d. **Diabetic:** (1500, 1800, 2000, 2500, 2800, 3000 calorie levels).

e. **Renal:** Restricted protein, sodium and potassium diet. Diet is approximately 2000mg sodium and 2500 mg potassium per day. Marginal in some minerals and vitamins.

f. **Low-gluten Diet**: (for confirmed, diagnosed inmates with celiac disease only).

g. **Food Allergy or Intolerance Diets:** This may be to address a single allergy or multiple allergies. All efforts are undertaken to accommodate inmate allergies, which may include, but are not limited to: Tomato, Eggs, Citrus, Peanut Butter, Soy. Specific information will be provided to ARAMARK by JHS.

h. **Lactose Intolerance:** Low lactose diet: to reduce consumption of lactose for inmates with mild to moderate intolerance. Not lactose free; many individuals with lactose intolerance can consume moderate amounts without symptoms.

i. **Dental Soft:** To provide foods that are easy to chew and swallow for: mild chewing or swallowing problems, healing after oral surgery. Nutritional adequacy of this diet is appropriate for most inmates.

j. **Blenderized Diet** (broken jaw): Intended for wired or banded jaw, those are temporarily edentulous, throat or oral surgery. This is the regular 2500 calorie diet that has been blenderized. This diet may be inadequate in fiber and may be ordered to be higher in fat with added butter, oil.

k. **Full Liquid:** intended for inmates who are recovering from surgery or GI procedure. Diet progression: full liquid to dental soft or regular. Not nutritionally complete; may provide 1350-1500 calories + average 45 grams protein. For use no more than 72 hours; advance off as soon as possible. Tray includes everything from clear liquid + strained creamy soups, pudding & milkshakes.

l. **Clear Liquid:** Intended for inmates in pre-op and immediate post-op states. Progression: clear liquid to liquid to dental soft or regular. For use for no more than 72 hours; advance off as soon as possible. Tray includes broth, Jell-O, popsicles, tea, clear juices – diet is not nutritionally complete.

m. **Nutritional Supplements.** If the SFSD requests ARAMARK to provide specific nutritional supplements, ARAMARK will invoice supplements at their cost, plus a markup of no more than 5%. ARAMARK will prepare and serve specific therapeutic/medical meals according to the orders of the attending physician or dentist, or as directed by the responsible health authority official. ARAMARK will use the Manual of Clinical Dietetics, Sixth Edition, published by the American Dietetic Association (ISBN 0-88091-187-01), or a comparable source approved by the SFSD dietician.

2. **Religious Diets**. ARAMARK shall provide religious diets only if approved and requested in writing to ARAMARK by the SFSD Religious Services coordinator or the Facility Commander(s). Once an inmate is designated to receive a religious diet, ARAMARK shall not allow the inmate to alternate between a religious diet and a general diet.

a. The following diets are included as religious diets.

i. Lacto-ovo vegetarian

ii. Vegan (total vegetarian, excluding milk and eggs)

iii. Pork free diets

iv. Kosher

b. Religious diet orders are issued only on approved request forms from the SFSD Religious Services Coordinator or the Facility Commander(s). The request forms are submitted to the ARAMARK food service staff. The request forms shall include:

i. Correct diet terminology

ii. Date of transmittal

iii. Authorization signature

iv. Housing area

v. Inmate name and classification

3. **Special Meals**. ARAMARK will serve special holiday meals on Christmas, New Years, Easter, and Thanksgiving. Special Meals may include special events such as Superbowl, Spirit-lifter, and Summer BBQ. ARAMARK's registered dietitians will provide a holiday menu that will include the following:

a. Meets the most current Recommended Dietary Allowances and BSCC Title 15, Minimum Standards for Local Detention Facilities.

b. Inmate preferences

c. Enhance each meal's appearance on the service tray

d. Consistency in quantity of food for each holiday meal

e. Variety in type of items, colors, shapes, and texture.

H. **Food Preparation, Presentation and Quality.**

1. **Method of Preparation.** ARAMARK will use recipes, plan menus and utilize production schedules designed to minimize the risk of food spoilage and waste. ARAMARK will prepare the meals in a conventional cook/ serve food service operation. If the SFSD decide to pursue a cook-chill service operation, ARAMARK will work collaboratively with SFSD and the City to evaluate the capital expense required to convert to a cook-chill operation and develop an implementation plan.

2. **Recipes.** ARAMARK will utilize and maintain a file of tested mass cook and serve production recipes adjusted to provide a yield appropriate to the number of people being served through each kitchen facility. ARAMARK will certify in writing to the Chief of the Custody Operation and the SFSD liaison that such recipes have been tested and meet dietary requirements and that the ingredients are readily available.

3. **Appearance.**

a. All food shall be served in such a fashion as to be appealing to the inmate and staff. It shall be served in sufficient quantity and at the appropriate temperature as to make the food offered palatable.

b. All equipment and utensils used in the service of meals shall be clean and free of defects that will render the food unappealing.

c. A National Sanitation Foundation (NSF) approved ounce scale shall be provided at all food preparation serving areas to ensure portion controls.

d. ARAMARK shall possess operating procedures to prevent foods or beverages from deteriorating while holding. Such a system shall ensure that food quality (taste, appearance, texture, temperature) does not deviate from the SFSD standards per Appendix A.

e. Thermometers will be used on service lines to ensure all foods and beverages are being held at proper temperatures. Thermometers used must be consistent in all facilities. Thermometers proposed must be NSF approved. The use of instruments that indicate temperature will be subject to the inspection and approval of the SFSD.

4. **Portioning.** ARAMARK will provide all food portion sizes on the menu as cooked-weight, unless specifically identified as raw weight. All meat portions in casseroles or combination dishes will be quantified. ARAMARK will clearly indicate by date, item, and weight of all contents of sack lunches. Menus will include the portion size of the servings for each meal, including the number and type of condiment packages. ARAMARK will create and maintain written procedures for portioning and serving, and will consistently execute meal service in a manner so that each inmate receives no less, or more than the portions specified. To this end, all measuring utensils must be clearly marked and maintained by ARAMARK with precise measurement to provide accurate portion

size, and recorded as such during physical inventories. ARAMARK will actively supervise portioning for all therapeutic/medical diets and religious meals.

5. **Condiments.** ARAMARK will serve on each inmate's tray or in each sack meal, all condiments required per the menu such as pepper, catsup, mustard, relish, salad dressings and others in individual, disposable packets/containers. ARAMARK will monitor that condiments are not handled or distributed individually by inmate workers.

6. **Quality Assurance.** ARAMARK will monitor all food served for minimum portion standards, taste and temperature. ARAMARK will not add sulfites or additives to any foods served under this contract. ARAMARK will adhere to generally accepted best practices for the food service industry, as well as all State and County Health Department requirements. ARAMARK will provide for the correct handling, prompt storage, rotation and issuing of food purchased or used in the facilities. ARAMARK will clearly identify and display the date stored of all purchased and prepared products. ARAMARK will not serve any products which have been frozen in excess of one year.

7. **Food Samples.** ARAMARK will save samples of all prepared foods for a period of not less than seventy-two (72) hours of its service for review by SFSD dietician or command staff and/or testing in the event of an outbreak of food poisoning. All sample breakfast and dinner meals must be saved in the original serving container, (Aladdin tray). All sample sack lunches saved in the serving sack. All meals, regardless of type will be clearly marked as to the dates and times of the preparation, service and storage.

8. **Record Keeping.** ARAMARK will maintain sufficient records to establish a verifiable audit trail that the required number of meals have been properly prepared, with the proper amount and type of ingredients described in this Agreement and that servings are accurately portioned for each meal.

9. **Inspections.** The Sheriff, or the Sheriff's designated representatives (including the SFSD's Dietitian), may, for the purpose of ensuring security, sanitation, food standards, quality of food preparation and service, observing ARAMARK employee performance, or for any other valid reason, conduct unannounced inspections of the kitchen jail facilities used in the performance of this Agreement. Inspections may occur on weekdays, weekends and holidays. If ARAMARK's General Manager is not on-site at the time of an unannounced arrival, any other ARAMARK employee will be expected to cooperate with this requirement. After each inspection, ARAMARK will be advised in writing of any unsatisfactory condition for which they are responsible. Within five (5) business days after the date of the notice, ARAMARK will correct any deficiency and communicate in writing how it corrected the condition, when it corrected the condition, and what it did to prevent recurrence of the condition.

I. **Food Deliveries and Service**. ARAMARK will adhere to all SFSD security guidelines for movement of food, dirty/clean trays, carts and personnel within the Jail Complex. The

Custody Division command Staff are responsible for apprising ARAMARK in writing of any changes to any security guidelines affecting food service. ARAMARK will follow the direction of the SFSD Command Staff for jail food procedures involving SFSD staff such as delivering meal trays, transporting dirty/clean trays, and SFSD escorts for ARAMARK staff.

1. **Use of Trays.** ARAMARK will continue to use the Aladdin tray system currently in use for hot meals, and will clean all food spills on trays prior to transport and service. ARAMARK will portion and serve all hot meals on trays with lids.

2. **Use of Carts.** SFSD will provide all carts used for the transportation of meals and beverages. ARAMARK will maintain all carts in a clean, safe and fully workable condition. The carts must have appropriate bumpers to reduce facility damage.

3. **Food Temperature.** ARAMARK will serve all chilled food at no more than 40 degrees F, and all hot food at no less than 140 degrees F, but no more than 180 degrees F. Cook-chill refrigerated foods will be maintained at a temperature between 28.5 degrees F and 31 degrees F.

4. **Meal Counts.** Prior to each inmate meal service, the SFSD will provide an accurate count of meals required, by location, housing unit and type, to be served to the inmates. The meal count will include a count for sack meals for inmates who are awaiting transportation, housing assignments or release.

a. **Inmate Workers Meals.** ARAMARK will provide a double portion of whatever meal (sack or tray) is being served at the time, to inmate workers identified by the SFSD.

b. **Meals Served Form.** ARAMARK will complete a "Meals Served" form provided by SFSD to report the following information on a per meal, per day and per week basis:

i. The number of inmates served by housing unit

ii. The number of meals served per housing unit

iii. Entry to the form will include identification of any discrepancies in the numbers and, if know, the reason for the discrepancy.

iv. The number of bag/sack lunches ordered and delivered to each of the following facilities the Intake Facility (CJ#1), court holding, alternative programs and any other non-jail facility, as well as the combined total of bag/sack lunches served at all of these facilities.

5. **Meal Transmittal/Evaluation Form.** The SFSD Watch Commander or designee at each facility will complete an evaluation of each meal served and document same on the Meal Transmittal/Evaluation Form. ARAMARK will maintain the completed forms, and have them accessible for review by the Facility Commander or designee. ARAMARK's Meal Transmittal/Evaluation form will include spaces for meal evaluation based on the following factors:

appearance, taste, temperature, correct portion size, completeness of tray, adherence to menu, and overall acceptance by the inmates. In addition, spaces for the Watch Commander name, star number and signature will be provided.

6. **Food Delivery and Service Liability**. ARAMARK will be responsible for ensuring all trays and/or sack meals are properly prepared and correctly portioned when they leave the kitchen. ARAMARK will assume full fiscal responsibility for any damage incurred to the SFSD facilities due to their employees' negligent handling of carts and related equipment. ARAMARK must immediately correct deficiencies the meal if the Facility Commander or designee determines that the meal is unacceptable following a review of the transmittal evaluation.

7. **Date Codes**. ARAMARK will date all sack meals to prevent consumption of outdated and/or spoiled foods. ARAMARK will properly refrigerate all unused bag meals, and discard any perishable portions of those meals after 48 hours. Those items packaged in unopened, sealed packages, that are not expired (condiments, etc.) may be re reused.

J. **Equipment and Facilities.**

1. **Inventory of County Equipment**. Within sixty (60) days of the execution of this Agreement, ARAMARK and the SFSD will jointly inventory all capital equipment and SFSD owned equipment to provide an agreed upon base inventory. During this inventory process, a general assessment as to the expected useful life of each item will be made and documented. At least every six months thereafter, ARAMARK and the SFSD will jointly inventory all capital equipment and SFSD-owned equipment under ARAMARK's direct control. At the conclusion of each inventory, ARAMARK will be liable for the replacement cost for all unaccounted for items. (See Appendices E-1 through E-3, SFSD Owned Equipment Inventory).

2. **Use and Maintenance of City Equipment**. SFSD will permit ARAMARK to use the existing capital equipment which SFSD deems necessary for food service and related activities. Given written proof of adequate maintenance, SFSD Facilities Services Director will evaluate and authorize replacement equipment the SFSD has provided, as he deems necessary, considering the average life of the equipment as determined by the manufacturer as well as any extraordinary circumstance. Equipment that is determined by SFSD Facilities Services Director to be damaged by ARAMARK employees, from negligence or misuse, and needs to be replaced will be replaced at ARAMARK'S expense.

3. **Preventative Maintenance**. ARAMARK is responsible for the care and maintenance of equipment in the storage, receiving and kitchen areas, including all refrigeration equipment, and will provide preventative maintenance and repair on such equipment. During the term of the contract, and all contract extensions, ARAMARK shall provide, at no expenses to SFSD, a preventative maintenance and repair contract on all equipment, inclusive of SFSD equipment, under its direct control and/or use in providing the contracted services. The preventative maintenance and repair contract must be with a reputable company with the resource and expertise in expediting repairs of commercial kitchen equipment.

The Chief of the Custody Operations Division may request that ARAMARK change the company providing the preventative maintenance and repair contract if it is determined that equipment repairs are not made within a 30-day window. ARAMARK will identify the preventive maintenance requirements for each piece of equipment per the manufacturers and as recommended by the SFSD's Bureau of Buildings and Structures (SBBS). ARAMARK will schedule the work evenly throughout the year in accordance with equipment requirements. Aramark will perform inspection tours of all equipment, even if preventive maintenance is not required, and provide a summary report of their inspection findings to SBBS. ARAMARK will maintain a chronological log of all preventative maintenance and repairs on equipment. (See Appendices F-1 through F-3, Equipment Maintenance Record) Aramark will also provide written reports and relevant documentation as to what preventative maintenance and/or repairs have been performed on each piece of equipment. This report and documentation must be provided quarterly, no later than fifteen business days after the end of each quarter, March 31, June 30, September 30 and December 31. An annual report of all preventative maintenance and repair work performed will be submitted by ARAMARK to the SFSD Facilities Services Director within thirty (30) days of the end of the calendar year and may be combined with the quarterly report noted in this section. The SFSD reserves the right to audit these records at any time.

a. During the term of the contract, and all contract extensions, ARAMARK shall provide, at no cost to the SFSD, for the cleaning and disposal of the grease trap at the San Bruno Jail Facility twice per year.

4. **Equipment Repair**. Any kitchen equipment that is out of service must be reported, in writing, to the SFSD Facility Services Director or designee within 72 hours of going out of service. ARAMARK shall repair equipment as required by this contract and may not remove equipment without written permission of the SFSD Facility Services Director or designee.

5. **Equipment Replacement**. ARAMARK must immediately notify the SFSD Facilities Services Director, via an email, if any SFSD kitchen equipment is determined by ARAMARK's maintenance and repair contractor to be irreparable. The email notification must detail the equipment and its use, the attempts to repair the equipment, and three (3) quotes to replace equipment. The SFSD Facilities Services Director with review the equipment replacement report with the Deputy Chief of the Custody Operation Division to validate equipment replacement and to authorize and initiate the procurement process.

6. **Installation of New Equipment**. SFSD is responsible for working with ARAMARK to provide utilities to newly installed equipment when the installation of this equipment has been approved by the SFSD in writing. All items that are required for installation of new equipment will be purchased by the entity providing the new equipment. ARAMARK must receive written permission from the SFSD Services Director or designee, prior to the purchase of any new equipment that requires electrical, water, steam, gas or any other utility.

7. **Office Equipment**. SFSD will provide any office furnishings listed in the kitchen inventory (Appendices E-1, E-2, and E-3), by jail site. If ARAMARK wants to provide its own furniture and/or equipment for the offices, such equipment must be inventoried and a copy of the inventory provided to the SFSD Liaison.

8. **Small Wares**. ARAMARK is responsible for the repair or the replacement of small wares and service wares. All repairs shall be made using approved manufacturer parts. ARMARK will purchase all replacement small wares and service wares, including Aladdin trays, "Cambro" drink dispensers, and carts as necessary to meet the requirements of the contract and serve the inmate population. ARAMARK will keep an inventory on site of at least 100 new Aladdin trays for replacement of worn out or unusable trays. All wares purchased by ARAMARK for this contract shall become the property of the SFSD.

9. **Vehicles**. Any vehicle required by ARAMARK in the execution of this contract shall be purchased, used and maintained at ARAMARK's expense. ARAMARK is responsible to plan for any temporary replacements of one or more vehicles in the event of mechanical breakdowns.

K. **Utilities**. SFSD will provide all utilities necessary for the performance of the food service operations to the extent described in this section. SFSD is responsible for bringing all utilities, including electrical, water, steam and gas to each kitchen, kitchen office and kitchen storage areas, including walk-in cold storage. SFSD is responsible for repairing parts of the building located in the kitchen that require repair due to normal wear and tear, such as the drains, light fixtures, steam lines, pipes conduit, etc. SFSD will not guarantee an uninterrupted supply of water, electricity, gas, heat, air-conditioning or phone service. SFSD will be diligent in restoring services following an interruption.

1. **Telecommunications**. SFSD will provide one phone line and one data line in each kitchen, without charge. The SFSD phone lines and data lines are for local phone call and work related usage only. SFSD will permit ARAMARK, at ARAMARK's expense, to add additional phone lines if the locations can support additional phone lines. ARAMARK will request, in writing, permission to add any additional phone lines and must have written permission from the Facility Commander prior to adding any additional phone lines. ARAMARK will pay for on-going phone use of any lines they install. ARAMARK will be allowed to maintain their internet data line at County Jail #4 and work with SFSD staff to maintain their internet data line at CJ#5 through the SFSD portal.

2. **Energy Conservation**. When kitchens are not in use, or when food preparation is at a minimum, ARAMARK will assume maximum utility and energy cost conservation by turning off or down all non-essential equipment, lights, fans, water, ovens, steam equipment and other energy-consuming items.

L. **Sanitation and Health**. ARAMARK is responsible for maintaining a clean and healthy kitchen area, including all reception and storage areas assigned to ARAMARK as part of this contract.

1. **Sanitation Standards.** ARAMARK will obey all federal, state and local laws and ordinances regarding fire safety and workplace safety generally, including the California Uniform Retail Food Facilities Law. ARAMARK will be subject to inspections in the kitchens by authorized personnel from the San Francisco Department of Public Health, the State/Local Fire Marshall and the State Board of Community Corrections. ARAMARK managers shall be responsible for participating in all inspections, along with SFSD staff, of the food service operations as requested by the above agencies.

2. **Trash Disposal.** ARAMARK is responsible for preparing the garbage from the kitchen area for disposal. ARAMARK is responsible for keeping the areas of the kitchens where the garbage awaits disposal in a neat and sanitary condition at all times. All garbage must be broken down or reduced in size so as to minimize the amount of space needed in the dumpster. ARAMARK will participate in all County mandated recycling programs and will clean, crush and/or break down recyclable materials as specified by the recycler.

a. **Garbage Service.** Garbage from units, pantries and all other areas served by ARAMARK shall be removed by ARAMARK within one (1) hour after completion of Breakfast and Dinner Service. All garbage, inclusive of the garbage collected by SFSD staff and inmate workers from the units, shall be transported by ARAMARK from each Downtown County Jail Facility to the Facility's central trash site at the Hall of Justice, stored in impervious containers, and the garbage site cleaned as instructed by the Sheriff's Department.

i. **County Jail #1 (CJ1) and County Jail #2 (CJ2)**: SFSD sworn staff and inmate workers will collect and prepare the garbage from the units at County Jail #1 (CJ1) and County Jail #2 (CJ2) and transport the garbage in bins to the designated area in the basement of the Hall of Justice (HOJ). ARAMARK (employees only) will transport the garbage bins from the designated area in the basement to the dumpster located at the Hall of Justice.

ii. **County Jail #4 (CJ4)**: SFSD sworn staff and inmate workers will collect the garbage from the units at County Jail #4 (CJ4). ARAMARK will supervise inmate workers in the preparation of the garbage in the kitchen/designated work area located in County Jail #4 (CJ4). ARAMARK (employees only) will transport the garbage bins from the kitchen/designated work area located in County Jail #4 (CJ4) to the dumpster located at the basement of the Hall of Justice.

iii. The average volume of daily garbage may increase or decrease as it corresponds to the inmate population and SFSD employees.

iv. **Cleaning of Bins.** At the minimum, ARAMARK will clean the bins utilized for the daily garbage service once a week to meet the Sheriff's Department's standards for sanitation and health.

v. **Invoice**. ARAMARK will remit a monthly invoice to the Sheriff's Department for the Garbage Service per Appendix B – Calculation of Charges. The invoice must include a unique invoice number containing a detailed description of the items and service being invoiced

3. **Facility Sanitation**. ARAMARK is responsible for all day-to-day as well as periodic major cleaning of the entire kitchen area assigned to the Contractor. This includes walk-ins, storerooms, freezers, dish rooms, kitchens, employee rooms, offices and receiving areas. Inmate labor may be used for this purpose and an ARAMARK employees will be assigned to supervise inmate conduct during major cleaning events. ARAMARK will supply hand soap, eye wash stations, paper towels and toilet tissue for all employee and inmate kitchen worker restrooms and hand washing sinks in the kitchen and food staging area.

a. After Meal Service Clean-up

i. After meals are concluded at each service, ARAMARK shall remove food carts, disposable plastic and paper supplies from the serving areas and return them to the kitchen.

ii. ARAMARK shall clean the kitchen, dining rooms which are not an integral part of the living units, and pantries used by Contractor following the serving of each meal.

iii. All pots, pans, dishes, utensils and flatware are to be washed at a temperature of from 140 degree F. to 160 degree F. Final rinse temperature is to be 180 degree F. or a sanitizing agent is to be used.

iv. All work areas, work tables, sinks, stoves, ovens and mixers must be washed and sanitized after each meal.

v. ARAMARK shall be responsible for preparing the trash from the kitchen/work area for disposal.

vi. All garbage must be broken down or reduced in size so as to minimize the amount of space needed in the dumpster

vii. ARAMARK shall be responsible for keeping the area of the kitchen where the garbage awaits disposal in a neat and sanitary condition at all times.

viii. ARMARK shall participate in all City and County mandated recycling programs and shall clean, crush, and/or break down recyclable materials as specified by the recycler.

4. **Pest Control**. The SFSD will be responsible for the cost and implementation of a regular monthly program for the extermination of rodents, vermin and other unsanitary vectors in the kitchen or storage areas assigned to ARAMARK.

5. **Food Handler Health**. The SFSD will ensure that all inmate workers assigned to kitchen duty are medically cleared by Jail Health Services to work in the

kitchen prior to such assignment. ARAMARK will ensure that none of their employees and/or inmate workers are permitted to work with any communicable health problems (including open sores). As a precaution, ARAMARK will visually inspect the hands and faces of each inmate worker prior to the start of each of their work shifts. ARAMARK will ensure that any inmates with suspicious symptoms are directly reported to Jail Health Services, and receive a written clearance before being permitted to resume work in the kitchen.

M. **ARAMARK Personnel and Supervision.** ARAMARK will comply with all San Francisco contract requirements, including equal employment opportunities, wages and benefits. All of ARAMARK's employees and agents will comply with all applicable SFSD rules and regulations governing the behavior and activities of employees. This includes being subject to background checks and fingerprinting by the SFSD. If any background check indicates a reason an employee is not suitable for admission to the jails, ARAMARK will be notified, and jail access will be denied. ARAMARK will, at its expense, require prospective employees to submit to, and successfully pass a drug and alcohol screening and will provide documentation of such at the request of the SFSD liaison.

1. **Management Staff.** ARAMARK's General/District Manager for this contract will have at least five (5) years of experience with similar type and size jail food service situations and have the ability and authority to act as the on-site point of contact (POC) for day to day operations. When he/she is not on site, ARAMARK will send an email to the SFSD liaison and the Chief Deputy of the Custody Division with the dates he/she will be absent and the contact information for his/her on-site alternate. Upon request, ARAMARK will furnish resumes for each of the County Jail #4 and County Jail #5 on-site managers. ARAMARK will notify SFSD prior to any transfer or removal of a manager. SFSD must approve any replacement, and may reject any manager with or without cause.

2. **Schedule Requirements and Notifications.** The ARAMARK manager for County Jail #4 and County Jail #5 will provide a prospective schedule of all employees for each kitchen each week on Friday for the week beginning the following Sunday. An experienced ARAMARK management level person, as identified in the contract, will be on duty whenever inmate workers are present in the food operations areas. ARAMARK will staff the food service operation with the optimum number of employees at all times. An additional ARAMARK employee, the assigned Cook, will actively supervise the tray portioning line throughout the meal service. The Cook will also be present to supervise the preparation and packaging of special diets. If ARAMARK fails to provide a minimum of two employees (one a manager), excluding the cook, for a period of more than two days, a credit shall be issued on the next billing to the SFSD, in the amount of each missing person's proportional salary/wages and benefits for each day after the second day.

3. **Medical Examinations and Food Handlers Cards.** ARAMARK will provide medical examinations for their employees, as required by law, and will keep the results on file at the location the employee is assigned to work. These records will be made available for inspection at the request of the Facility Commander or

the SFSD dietician. In order for any ARAMARK employee to return to work after a three (3) or more consecutive day absence due to illness, ARAMARK must request a medical clearance certificate from the employee and have that on file.

4. **Employee Uniforms**. All ARAMARK employees, including management, will be properly attired in a standard uniform the color of which is approved by the SFSD. Inmate workers will be properly attired when working in the kitchen, and the SFSD will provide the clothing. ARAMARK employees will wear uniforms that are easily distinguishable from inmate uniforms. ARAMARK will encourage their employees not to wear their uniforms to and/or from work. If an ARAMARK employee does wear their uniform to and/or from work, a cover jacket must be worn over it. Uniforms will be regularly inventoried and safely stored by ARAMARK to ensure they are not accessible to inmates.

5. **Employee Training**. Prior to assignment, ARAMARK must ensure that its employees attend a training provided by SFSD staff to explain all applicable SFSD Rules and Regulations and facility security requirements including rules of conduct, relationships with inmates and staff, and conduct for normal day-to-day food service operations. A training outline will be prepared by SFSD Training Unit in cooperation with the Custody Division Chief.

ARAMARK will assume the cost of training their employees in the following areas and provide documentation to the SFSD upon request:

a) Food Handling

b) Facility and Equipment Sanitation

c) Personal Hygiene

d) Facility and Equipment Safety

e) Effective Supervision of Inmate Workers

f) Harassment Prevention

N. **Security Requirements**. ARAMARK and their employees will adhere to all SFSD Rules and Regulations regarding security, as well as all security restrictions imposed by the Facility Commander.

1. **Search of Person and Vehicle**. The SFSD will provide ingress and egress to each jail facility per these requirements. All ARAMARK employees will sign in and out when entering and exiting all jail compounds and buildings. All ARAMARK employees may have to pass through a metal detector when entering or exiting a building or a secure facility. Any ARAMARK employee in any jail compound or facility, and in any other building under the control of the SFSD, is subject to search, along with their belongings and vehicles.

2. **Duty of ARAMARK Employee to Display Valid SFSD Identification**. While on duty in SFSD facilities, all ARAMARK employees will wear a valid (not expired) County Jail Clearance Card with their picture, either clipped to their outer-most clothing in the upper left quadrant of the body, or in a plastic pouch secured by a lanyard around the neck.

3. **ARAMARK Vendors**. ARAMARK must make arrangements with the SFSD Facility commander for admission of all uncleared person(s) that ARAMARK schedules for a business or repair call to the facility. ARAMARK may be required to provide information regarding the person(s) so as to allow SFSD staff to perform as criminal clearance check.

4. **Locked Doors and Key Control**. ARAMARK and their employees are responsible for keeping all internal doors in their assigned work areas closed and locked. ARAMARK will keep a record of any SFSD owned keys entrusted to ARAMARK, and any other keys ARAMARK uses to open areas within its assigned SFSD work areas. ARAMARK will not duplicate any keys without the express written permission of the SFSD Facilities Services Director or designee. The SFSD Facilities Services Director will maintain an inventory of any keys, by number and access point, provided to ARAMARK managers. ARAMARK managers will maintain a record of these keys, by number and access point, including the identity of staff that are issued keys and which keys they are issued, as well as any keys made available generally to staff during working hours. ARAMARK will also maintain logs detailing issuance and retrieval of the keys. Costs incurred in connection with keys lost by ARAMARK staff, including re-keying of existing locks or purchase of new locks will be borne by ARAMARK. The SFSD Facilities Services Director will develop a schedule for the regular inventory of all keys issued.

At any time ARAMARK becomes aware that any key(s) are missing, they will immediately report this occurrence to the on duty Watch Commander.

5. **Product Delivery and Kitchen Security**. ARAMARK will strictly adhere to SFSD requirements regarding ARAMARK staff, as well as inmates assigned to inmate kitchen meal duty. ARAMARK will actively follow requirements to ensure that no Contractor personnel are engaged in passing contraband (weapons, drugs, tobacco or other illegal items), other forbidden items, or any item from outside the facility, to the inmates. In addition, ARAMARK will monitor their employees to ensure they do not provide any inmate with access to a cell phone, or any other electronic device (including access to the regular "land line" telephones within the jails). ARAMARK shall monitor and control use of all sharp instruments and utensils (such as knives, forks, spatulas, peelers, etc.). See Section I. N. 6, Sharp Equipment Inventory, below. Prior to the end of the day, or to any change in inmate worker crews, ARAMARK personnel will account for, and document in a log, all equipment issued in order to prevent kitchen and serving line inmates from gaining possession of any food, supplies and kitchen equipment and utensils that could be used as a weapon or made into an illegal substance.

6. **Sharp Equipment Inventory**. ARAMARK will implement a check-out and check-in log procedure for all sharp utensils and other instruments used in an assigned work area. ARAMARK 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.

Prior to the end of an inmate worker shift, ARAMARK will account for all sharp utensils and other sharp instruments. The SFSD reserves the right to enter the kitchen and inventory all such items as its discretion. ARAMARK will report any missing items to the on duty Watch Commander or Officer-in-Charge immediately.

7. **Employee and Inmate Relationships.** It is ARAMARK's responsibility to require its employees to alert them whenever a person who is a relative or personal acquaintance of that employee is admitted to any jail facility as an inmate. If any ARAMARK employee is known to the company as being related to, or in a relationship with any person confined as an inmate in the County Jail complex, ARAMARK will immediately notify SFSD in writing. This includes instances of any evidence of a relationship being started between an ARAMARK employee and one or more inmates. All such reports shall be given to the Facility Commander, or other Command level staff. No ARAMARK employee will be allowed to deliver food, or food service to any inmate with whom there is a family or personal relationship.

O. **Financial**

1. **Assignment.** ARAMARK's rights and obligations cannot be transferred or subcontracted without the written approval from the Sheriff of the SFSD or his/her designee. The SFSD, by this Agreement incurs no liability to third parties for payment of any compensation provided herein to ARAMARK.

2. **Invoicing and Payment.** SFSD will compensate ARAMARK on a monthly, per meal basis as detailed in Appendix B, Calculation of Charges. ARAMARK will submit to the SFSD, within five days from the first of the month, a day-by-day statement for the previous month indicating the grand total number of meals prepared and served as well as the total number of meals prepared and served in each of the following categories at each location and on each day of the billing cycle.

a. Number of inmate meals by jail facility (including special diet and/or religious meals)

b. Number of inmate meals delivered to the courts

c. Number of inmate workers meals including sack lunches (inmate workers identified by SFSD staff are eligible for two servings of each meal)

d. Sheriff's staff meals and itemized staff snacks, selected in lieu of a meal, by jail facility and watch

e. Number of Jail Health Service staff meals by jail facility and watch

f. Number of official guests of the Sheriff (prior authorization required)

g. ARAMARK will retain all documentation supporting its invoices and allow SFSD to review the documentation and invoices upon request.

h. ARAMARK will participate in the City's Automated Clearing House (ACH) enrollment for "electronic payments," as required by the City.

3. **Meal Count Reconciliation**. ARAMARK and the SFSD will reconcile meal counts by month or accounting period. In the event of any dispute regarding meal counts and subsequent charges, the SFSD will resolve any discrepancy by using either its count of the actual number of meals received, or its count of the number of meals ordered, whichever is greater. The meal count figures of the SFSD shall prevail in any dispute. ARAMARK will comply, for accounting cycle purposes, with the City's fiscal year of July 1 to June 30 and calendar month periods. (See Appendices D-1 through D-3, Meal Count Sheets)

4. **Unconsumed Meals**. The SFSD will not pay for unconsumed meals prepared in excess of the counts provided.

P. **Emergency Plans and Contingency Meals**.

1. **Contingency Meals**. ARAMARK will continue to provide food service, at no additional cost to the SFSD, in the event of lock downs, jail disturbances, fire, power failure or other events that would impede normal jail operations. At a minimum, ARAMARK will isolate and maintain an on premise inventory of food and water sufficient to prepare and serve three (3) days of scheduled meals. The SFSD may have the option to request that the three (3) days of scheduled meals be comprised of all cold meals meeting the requirements of Title 15.

2. Emergency Plans. ARAMARK will develop a contingency plan that will allow it to continue to provide food service in the face of unexpected events including but not limited to the following:

a. Power failure

b. Fire

c. Riot

d. Lockdown

e. Labor strike

f. Earthquakes

g. Terrorist attacks

h. Any man-made or natural disaster

3. **Emergency Water**. ARAMARK will make every effort to provide an emergency source of water for 72 hours if the facility does not have water service due to a catastrophic event. The SFSD will provide storage for "Water in a Box" supplies purchased by ARAMARK to fulfill this requirement.

Q. **Inmate Grievances**. SFSD will submit to ARAMARK copies of written grievances SFSD receives from inmates and staff regarding the food service. ARAMARK will investigate and respond within 72 hours of its receipt of the written grievance from SFSD. The answered grievance shall be forwarded to the Facility Commander from which the grievance originated. In the event there is an appeal from the grievant after

receiving the first response, the SFSD will forward that appeal and ARAMARK will respond within five business days to the originating Facility Commander.

R. **Culinary/Vocational Program for Inmates.** ARAMARK will coordinate up to two culinary/vocational training programs for inmates in one or more designated jail kitchen facilities in cooperation with the Five Keys Charter School, and will maintain the programs on a continual basis over the life of the contract. The SFSD, ARAMARK and Five Keys Charter School will work closely to ensure that all State and Five Keys' requirements are met in order to provide educational credits for the program. (See Appendix G, ARAMARK Culinary Program)

SFSD will provide a minimum of 20 inmate workers at CJ#4, and a minimum of 20 inmate workers at CJ#5 for participation in the culinary program. CJ#2 may be substituted in or added as an additional program site upon mutual agreement between ARAMARK and the SFSD. ARAMARK will provide post-release employment references and referrals for inmates who successfully complete the culinary vocational training program.

1. ARAMARK will provide a grant of $20,000 to the SFSD annually during each year of the Agreement to aid in the expansion of the Culinary/Vocational/ServSafe program. The $20,000 grant will be issue to SFSD on the anniversary of the Agreement execution date.

2. The Contractor shall coordinate the implementation of this culinary/vocational training programs with Five Keys Charter School's academic calendar, in all jail facilities with kitchens within 60 days of being awarded the contract and shall maintain the program on a continual basis over the life of this contract.

3. The Contractor must also document referrals and linkages to include post-release employment opportunities for inmates who participate in this culinary/vocational training program.

a. The documentation will be provided to the SFSD Director of Programs or their designee.

4. Contractor will work with the SFSD to develop performance metrics and provide quarterly reports regarding employment for participants.

a. The metrics will be developed with the SFSD Director of Programs and the Chief Deputy of Custody or their respective designee.

b. The quarterly reporting will be provided to the SFSD Director of Programs

S. **Staff Meals.**

1. ARMARK will supply the staff meal at the negotiated and agreed upon price-per-meal, and this price will include all necessary service items such as disposable plates, cups, cup holders, sugar, creamer, stirrers, napkins, disposable utensils, condiments, etc. ARAMARK will provide a fixed Staff Menu. (See Appendix C-1)

2. Staff meals will only be prepared by ARAMARK employees.

3. A fixed staff menu as described in Appendix C-1 will be provided for staff assigned to jail facilities. One meal for each staff member on shift will be provided at facilities that operate with three 8-hour shifts. A minimum of one meal and maximum of two meals per shift will be provided for each staff member at jails that operate with two 12-hour shifts. The menu will provide a variety of cold and hot meals during a six week cycle.

4. The procedure for SFSD staff to order meals will be as follows:

a. Meal tickets will be passed out during Muster.

b. The completed meal tickets will be collected by SFSD staff (the Kitchen Deputy or Trustee Boss post assignments).

c. The meal tickets will be delivered to Aramark personnel in the kitchen.

d. Aramark employees will place the ordered meals in individual bags marked with a name or star number.

e. The meals will be delivered to the Officer Dining Room (ODR) by Aramark employees. Depending on the type of meal ordered, the Aramark employee will either place the meal in the cooler or heater.

5. At the request of SFSD Facility Commander, the menu will be reviewed every six months and revised to provide variety.

6. SFSD reserves the right to decline the provision of staff meals, during the course of this agreement pending the re-negotiation of the Memorandum of Understanding with the Sheriff's Deputy Unions.

7. ARAMARK will not be allowed to install vending machines in any area of any jail.

8. **Coffee Service.** ARAMARK will provide coffee service for Sheriff's Department's Staff at the following locations: County Jail #1 breakroom, Custody Operations Division, County Jail #2 ODR, County Jail #4 ODR, County Jail #5 ODR, and Training Unit at the San Bruno Facility. (Please Note: In the event County Jail #4 is closed, staff coffee service would no longer be needed. In the event County Jail #6 is opened, staff coffee service will be required).

a. **Coffee Machines and Coffee.** ARAMARK will provide six (6) commercial grade coffee machines and coffee at designated areas located at County Jail #1 (CJ1), Custody Operations Division (COD) Admin staff, County Jail #2 (CJ2), County Jail #4 (CJ4), County Jail #5 (CJ5), and the Training Unit at the San Bruno Facility. The coffee machines will provide hot water on demand for single serve teas and decaf coffee and will require plumbing to the facilities water supply. A manual, pour-in, coffee machine will be provided as an option for locations that cannot accommodate a machine that requires a fixed water supply.

b. **Supplies.** ARAMARK shall provide coffee supplies that include, at the minimum, artisanal sustainable and certified coffee, paper cups, stir sticks, sugar and creamer.

i. ARAMARK will monitor the coffee supply inventory of coffee, cups, stir sticks, sugar, and creamer to ensure supplies are always stocked to meet the Staff Count per Appendix A Section I, S. 8. d.

ii. All food service ware (cups, napkins, spoons, stir sticks) provided by ARAMARK shall be Biodegradable/Compostable or Recyclable and cannot be made, in whole or in part, from Polystyrene Foam to comply with San Francisco Environment Code Chapter 16, Food Service and Packaging Waste Reduction Ordinance.

iii. Per Amended San Francisco Environment Code Chapter 16, beginning July 1, 2019, City contractors are prohibited from selling, using or distributing any straws, stirrers, splash sticks, cocktail sticks, or toothpicks made with plastic.

iv. Beginning January 1, 2020, all Food Service Ware must be Fluorinated Chemical Free.

c. **Maintenance and Repair**. ARAMARK will provide monthly maintenance on the coffee machines to ensure they are operating properly, ARAMARK will replace an inoperable coffee machine within twenty-four (24) hours following notification to ARAMARK from SFSD Command Staff.

d. **Staff Count**. ARAMARK will provide coffee to meet the demands of the following Sheriff's staff counts (*Note: Staff counts may fluctuate as a as result of staff reassignments):

i. County Jail #1 (CJ1) – 41 staff

ii. Custody Operations Division (COD) – 21 staff

iii. County Jail #2 (CJ2) – 52 staff

iv. County Jail #4 (CJ4) – 33 staff

v. County Jail #5 (CJ5) – 102 staff

vi. Training Unit at San Bruno Facility – 15 staff

e. **Invoice**. ARAMARK will remit a monthly invoice to the Sheriff's Department for the Coffee Service per Appendix B – Calculation of Charges. The invoice must include a unique invoice number containing a detailed description of the items and service being invoiced.

T. **Transition to a Subsequent Contractor**. In the event of a change of food service providers, ARAMARK agrees to fully cooperate with any subsequent Contractor, so as to insure a smooth transition in the future.

II. **Services Provided by Attorneys.** Any services to be provided by a law firm or attorney must be reviewed and approved in writing in advance by the City Attorney. No invoices for

services provided by law firms or attorneys, including, without limitation, as subcontractors of Contractor, will be paid unless the provider received advance written approval from the City Attorney.

III. Reports. Contractor shall submit written reports as requested by the San Francisco Sheriff's Department. Format for the content of such reports shall be determined by the San Francisco Sheriff's Department. The timely submission of all reports is a necessary and material term and condition of this Agreement. The reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.

1. **Quarterly Reports**. ARAMARK will submit in writing, within 15 days of the end of each fiscal quarter (September 30, December 31, March 31 and June 30) to the Sheriff's Chief Financial Officer and to the Custody Division Commander, a report of food service activity including, but not limited to the following:

a. A complete accounting of actual meals served, by month, including hot meals, sack lunches, religious and medical diets and snacks for inmates, by location. A complete accounting of actual staff meals and snacks served to staff, by location.

b. Details of all preventative maintenance performed on each piece of equipment, including equipment description, location, type of service performed, parts replaced (if applicable), date, and name of firm performing the service.

c. Details of all repairs performed on each piece of equipment, description, location, problem requiring repair, parts replaced (if applicable), who performed the work, and whether or not it was under warranty.

d. Provide copies of all reports and records required to qualify for Federal Surplus Commodities. (if any).

e. Financial (profit and loss) reports detailing the operations of the San Francisco Sheriff's Department's food service on a monthly/accounting period, as well as quarterly and year-to-date-summary basis. These statements must be the same as those produced by ARAMARK in comparable management fee accounts and should include an assessment of the overall program strengths and weaknesses, as well as recommendations for the improvement of food, service, cost control and areas.

f. ARAMARK shall have 10 business days to respond to any requests by SFSD for additional data, or to any questions posed by SFSD.

2. **Miscellaneous Reports**. Contractor shall submit any additional written reports as requested by the San Francisco Sheriff's Department (SFSD). Format for the content of such reports shall be determined by the SFSD. The timely submission of all reports is a necessary and material term and condition of this Agreement. The reports, including any

copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.

a. Emergency Situation Reports. ARAMARK will immediately notify the on-duty Watch Commander of any fires or accidents occurring in the kitchens or staff dining rooms. A detailed report outlining the facts of the fire or emergency will be submitted by ARAMARK to the Facility Commander within twenty-four (24) hours of the incident.

b. Antibiotic Use in Food Animals Ordinance Report. Section 2706(b) of the Environment Code requires ARAMARK to provide an annual report containing the following information:

i. The percentages of meat and poultry procured during the reporting year that were produced with and without routine use of antibiotics (distinguishing, if possible, between meat/poultry raised without any antibiotics and meat/poultry raised without routine use of medically important antibiotics).

ii. A list of the ARAMARK's current meat and poultry suppliers for the SFSD.

iii. Do these suppliers currently offer meat and/or poultry raised without the routine use of antibiotics (distinguishing, if possible, between meat/poultry raised without any antibiotics and meat/poultry raised without routine use of medically important antibiotics)?

iv. Could these suppliers cease routine use of medically important antibiotics within 3 years' time?

v. The estimated cost of obtaining meat and/or poultry raised without the routine use of antibiotics (distinguishing, if possible, between meat and/or poultry raised without any antibiotics and meat and/or poultry raised without routine use of medically important antibiotics).

vi. The expected timeline if the SFSD were to transition to procurement of only meat and/or poultry raised without routine use of medically important antibiotics.

IV. Department Liaison

In performing the Services provided for in this Agreement, Contractor's liaison with the San Francisco Sheriff's Department will be the Custody Division Chief or his/her designee. The current Custody Division designee is Lieutenant John Caramucci. All reports, emails, concerns will be sent to the following email address; john.caramucci@sfgov.org and SFSD.Foodservice@sfgov.org.

Appendix B
Calculation of Charges

The Contractor will be compensated monthly, on a price per meal basis. Price per-meal must include the cost of all necessary service items such as disposable plates, cups, napkins, disposable utensils, condiments, gloves, etc. The parties agree to the following per meal prices at the outset of this Agreement:

Description	Unit of Measure	Unit Price
Inmate Meal: 2 Cold Meals & 1 Hot Meal	Per Meal Price	$1.615
Inmate Meal: 2 Hot Meals & 1 Cold Meal	Per Meal Price	$1.615
Inmate Coffee during Breakfast Meal	Per Cup Price	$0.00 - FREE
SFSD Staff Meal	Per Meal Price	$2.99

- Applicable taxes (by County where the meal is served) will be paid by City in addition to above prices. Currently San Francisco Tax is 8.5%, and San Bruno Tax is 8.75%.

City agrees that after the first 24 months of the contract term, either party may request a renegotiation of the per meal prices, but that any upward adjustment of these prices may not result in an annual projected cost increase in excess of that justified by the U.S. Department of Labor Consumer Price Index – All Urban Consumers, San Francisco Area, Food Away from Home, for the calculated average percent change of the monthly Consumer Price Index for the twelve (12) months prior to the agreed effective date of the renegotiated per meal price.

In addition, the parties agree that the financial arrangements in this Agreement are based on conditions existing as of the Effective Date including any representations regarding existing and future conditions made by City in connection with the negotiation and execution of this Agreement. If such conditions change due to causes beyond ARAMARK's control, including, but not limited to, a change in the scope of ARAMARK's services; menu changes outside of the scope of services detailed in Appendix A; a decrease in the City's inmate population below 900 or a decrease to available inmate labor below 18 assigned to assist in the daily food service in each shift at County Jail No. 4 and County Jail No. 5; a change in Federal, State and local sales, and other taxes; an increase to the minimum wage per Section 10.7 Minimum Compensation Ordinance, then ARAMARK shall give City written notice of such increase or change, and within thirty (30) calendar days after such notice, ARAMARK and City shall mutually agree upon modification(s) to offset the impact of the increase or change, which modifications may include any or a combination of the following: an adjustment to ARAMARK's price per meal, modifications to the menu or product offerings, changes to product pricing or modifications to ARAMARK's scope of services.

*In the event SFSD staff selects a la carte food items in lieu of a full Staff Meal.

Side Orders:

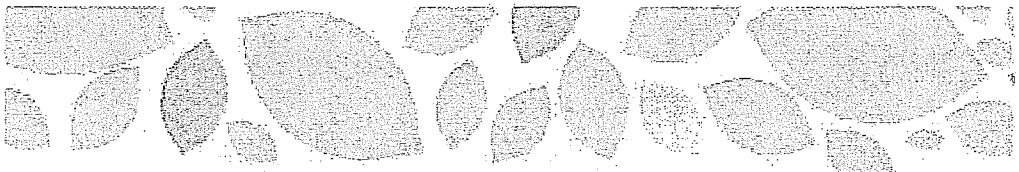
Description	Unit of Measure	Unit Cost
Cold Cereal	Each	$1.19
Milk (1% for ½ pt.)	Each	$0.49
Oatmeal Cup	Each	$1.39
Orange Juice/Fruit Juice	Each	$0.75
Assorted Chips	Each	$0.75
Yogurt	Each	$0.75
Cookies	Each	$0.75
Salad	Each	$0.49

The Contractor will be compensated monthly for **SFSD Staff Coffee Service** and **Garbage Service**. The parties agree to the following per month prices at the outset of this Agreement:

Description	Unit of Measure	Unit Price
SFSD Staff Coffee Service	Per Month	$3,900.00
Garbage Service	Per Month	$3,900.00

APPENDIX C – 1
STAFF MENU

Staff Menus - Six Week Cycle



San Francisco Sheriff Department Staff Menu

Staff Meal $2.99

Meal Option #1- Main Item + Two Sides
Meal Option #2- Three Sides

MAIN ITEMS: Every Day Favorites

Lighter Fare- sandwiches from Fresh Deli Express

Tuna Salad Sandwich	4.6 oz.
Ham & Cheese Sandwich	4.6 oz.
Deli Stacker Sandwich	4.6 oz.
Turkey & Cheese Sandwich	4.2 oz.
Protein Pack- 2 pk nuts, 1 mozzarella string cheese, 1 egg & 4 oz chez	6 oz.
Smucker's Uncrustable Peanut Butter & Grape Jelly (2)	2.6 oz.

Salads- freshly prepared each day. Includes croutons & choice of dressing (Balsamic Vinaigrette, Caesar, Lite Italian, Ranch)

Caesar Salad	12 oz.
Chicken Caesar Salad	10 oz.
Spinach Salad with Chicken	14 oz.

Main Soup Cups

Beef, Chicken, Spicy Chicken	2.25 oz.

Breakfast

Assorted Cereals with Milk	1.86 oz.
Quaker Oatmeal Cups- Brown Sugar or Apple Cinnamon	1.69/1.85 oz.
Mini Breakfast Sandwich (2)	3.4 oz.

Hot Entrees- frozen items prepared and served hot

Pizza Snack Rolls	6 oz.
Chicken Fried Rice	8 oz.
Chimichanga Chicken & Cheese	5 oz.
Chimichanga Steak & Cheese	5 oz.
Chicken Alfredo Florentine	8.5 oz.
Lasagna Alfredo w/ Broccoli	8 oz.
Beef & Bean Burrito	10 oz.
Chicken Sandwich- BBQ or Teriyaki	4.5 oz/5.5 oz
Jumbo Cheeseburger	7 oz.
Corn Dogs (2)	4 oz.

MAIN ITEMS: Weekly Salad Specials 10-12 oz.

Week 1: Mandarin Chicken Salad	Week 4: Broccoli & Carrot Slaw Salad
Week 2: Quinoa Salad	Week 5: Tri Color Pasta Salad
Week 3: Beet & Tomato Salad	Week 6: Mexican Bean & Bell Pepper Salad

APPENDIX C – 1
STAFF MENU

San Francisco Sheriff Department Staff Menu

Staff Meal $2.99

Meal Option #1- Main Item + Two Sides
Meal Option #2- Three Sides

SIDES

Milk 1/2 Pint	1/2 pint
Orange Juice 1/2 Pint	1/2 pint
Bottle of Water	15 oz.
Cheese Packets (2)	.75 oz
Mixed Nut Packets (2)	.5 oz
Apple Juice (2)	4 oz.
Assorted Yogurt	4 oz.
Assorted Cookies	2 ct
Seasonal Fresh Fruit	Varies
Hard Cooked Eggs	2 ct
Side Salad w/ Croutons	5 oz.
Assorted Chips	1.5 oz
Popcorn	2.75 oz

We know how important it is to keep a menu fresh and exciting which is why we will rotate in weekly and seasonal specials with the latest product offerings from our vendor partners to bring new tastes to you staff.

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 1

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
T. Salami 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Meal Name: Dinner						
Country Patty (4 ozw each) 1 patty	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	Crispy Chicken Patty (4 ozw each) 1 patty	Honey Lemon Chicken Quarter 1 each	Cheesy Broccoli Rice Casserole (3 oz soy) 10 ozw	Italian Sauce (3 oz soy) 6 ozw	Charbroiled Patty (3 ozw) 1 patty
Gravy LF/LS 2 fl oz	Peas & Carrots LF 3/4 cup	BBQ Sauce 1 fl oz	Pinto Beans LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Noodles LF 1 1/2 cup	Mustard 1 packet
Pinto Beans LF 1 1/2 cup	Vinaigrette Calico Coleslaw LF/LS 3/4 cup	Boston Baked Beans LF 1 cup	Carrots LF 1/2 cup	Creamy Coleslaw LF 3/4 cup	Broccoli LF 1/2 cup	Pinto Beans LF 1 1/2 cup
Broccoli LF 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Broccoli LF 1/2 cup	Garden Salad 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Tossed Salad w/ Carrots 3/4 cup	Coleslaw Vinaigrette LF 3/4 cup
Garden Salad 3/4 cup	Sandwich Cookies 2 each	Fresh Baked Wheat Roll 2 ozw	Italian Dressing 1/2 fl oz	Fresh Seasonal Fruit 1 each	Salad Dressing LF 1/2 fl oz	Wheat Bread 2 slice
French Dressing LF 1/2 fl oz	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw	1% Milk (Half Pint) 1 each	Garlic Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each
Fresh Baked Wheat Roll 2 ozw		1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each		Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
Fresh Seasonal Fruit 1 each			1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	
1% Milk (Half Pint) 1 each						

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (Initial/date) Q1_____ Q2_____ Q3_____ Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____ **Date:**_____ **FLM Signature:**_____ **Date:**_____

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
T. Bologna 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw	Peanut Butter 4 ozw	T. Ham 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Fresh Seasonal Fruit 1 each	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Meal Name: Dinner						
Crispy Chicken Patty (4 ozw each) 1 patty	Country Patty (4 ozw each) 1 patty	Cajun Chicken Quarter 1 each	Farmhouse Stew (3 oz soy) 10 ozw	Tex-Mex Taco Filling (3 oz soy) 4 ozw	Charbroiled Patty (3 ozw) 1 patty	Cheesy Broccoli Noodle Casserole (3 oz soy) 10 ozw
Gravy LF/LS 2 fl oz	Gravy LF/LS 2 fl oz	Pinto Beans LF 1 1/2 cup	Noodles LF 1 1/4 cup	Cheese Sauce 1 fl oz	Ketchup & Mustard Packets 1 each	Broccoli LF 1/2 cup
Mashed Potatoes LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Broccoli LF 1/2 cup	Green Beans LF 1/2 cup	Pinto Beans LF 1 1/2 cup	Cajun Potatoes LF 1 cup	Carrots LF 3/4 cup
Carrots LF 3/4 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Coleslaw Vinaigrette LF 3/4 cup	Shredded Lettuce 1/2 cup	Broccoli LF 1/2 cup	Garden Salad 1/2 cup
Mexican Coleslaw LF 3/4 cup	Coleslaw Vinaigrette LF 3/4 cup	French Dressing LF 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Corn Tortilla 6" 2 each	Fresh Baked Wheat Roll 2 ozw	Italian Dressing 1/2 fl oz
Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw
Sandwich Cookies 2 each	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each				1% Milk (Half Pint) 1 each

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

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** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

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In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 3

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint). 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
T. Bologna 3 ozw	Peanut Butter 4 ozw	T. Salami 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Meal Name: Dinner						
Hearty Spanish Rice (3 oz soy) 10 ozw	Charbrolled Patty (3 ozw) 1 patty	Italian Sauce (3 oz soy) 6 ozw	Crispy Chicken Patty (4 ozw each) 1 patty	Lemon Pepper Chicken Quarter 1 each	Savory Stroganoff (3 oz soy) 6 ozw	Macaroni & Cheese Casserole (3 oz soy) 10 ozw
Pinto Beans LF 1 1/2 cup	Gravy LF/LS 2 fl oz	Noodles LF 1 1/2 cup	Gravy LF/LS 2 fl oz	Parsley Potatoes LF 1 cup	Boston Baked Beans LF 3/4 cup	Pinto Beans LF 1 cup
Coleslaw Vinaigrette LF 3/4 cup	Mashed Sweet Potatoes LF 3/4 cup	Broccoli LF 1/2 cup	Pinto Beans LF 1 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Peas & Carrots LF 1/2 cup	Broccoli LF 1/2 cup
Green Beans LF 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Garden Salad 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	French Dressing LF 1/2 fl oz	Creamy Coleslaw LF 3/4 cup	Fresh Baked Wheat Roll 2 ozw
Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Italian Dressing 1/2 fl oz	Mexican Coleslaw LF 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Sandwich Cookies 2 each
Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each			

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 4

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
T. Salami 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Meal Name: Dinner						
Crispy Chicken Patty (4 ozw each) 1 patty	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	BBQ Chicken Quarter 1 each	Savory Rice & Peppers (3 oz gd soy) 10 ozw	Asian Fried Rice (3 oz soy) 10 ozw	Italian Sauce (3 oz soy) 6 ozw	Sloppy Joe Filling (3 oz soy) 4 ozw
Gravy LF/LS 2 fl oz	Broccoli LF 1/2 cup	Gravy LF/LS 2 fl oz	Pinto Beans LF 1 1/2 cup	Broccoli LF 1/2 cup	Noodles LF 1 1/2 cup	Hamburger Bun 1 each
Pinto Beans LF 1 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Mashed Potatoes LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Garden Salad 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Boston Baked Beans LF 1 1/2 cup
Corn LF 1/2 cup	French Dressing LF 1/2 fl oz	Peas & Carrots LF 1/2 cup	Garden Salad 1/2 cup	French Dressing LF 1/2 fl oz	Broccoli LF 1/2 cup	Green Beans LF 1/2 cup
Mexican Coleslaw LF 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Coleslaw Vinaigrette LF 3/4 cup	Italian Dressing 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Coleslaw Vinaigrette LF 3/4 cup
Fresh Baked Wheat Roll 2 ozw	Sandwich Cookies 2 each	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each
Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each			

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (Initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 5

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar**: 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Turkey 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw	Peanut Butter 4 ozw	T. Ham 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Meal Name: Dinner						
Texan Tamale Pie w/Combread Topping (3 oz soy) 10 ozw	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	Macaroni & Cheese Casserole (3 oz soy) 10 ozw	BBQ Chicken Quarter 1 each	Cheesy Broccoli Rice Casserole (3 oz soy) 10 ozw	Crispy Chicken Patty (4 ozw each) 1 patty	T. Hot Dogs (1.5 oz each) 2 each
Pinto Beans LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Boston Baked Beans LF 1/2 cup	Cajun Potatoes LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Gravy LF/LS 2 fl oz	Mustard 2 packet
Broccoli LF 1/2 cup	Coleslaw Vinaigrette LF 3/4 cup	Broccoli LF 1/2 cup	Carrots LF 1/2 cup	Vinaigrette Calico Coleslaw LF/LS 3/4 cup	Pinto Beans LF 1 1/2 cup	Wheat Bread 2 slice
Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Garden Salad 1/2 cup	Fresh Baked Wheat Roll 2 ozw	Corn LF 1/2 cup	Boston Baked Beans LF 1 1/2 cup
1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each	French Dressing LF 1/2 fl oz	Fresh Seasonal Fruit 1 each	Tossed Salad w/ Carrots 1/2 cup	Carrots LF 1/2 cup
	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	Fresh Baked Wheat Roll 2 ozw	1% Milk (Half Pint) 1 each	French Dressing LF 1/2 fl oz	Coleslaw Vinaigrette LF 3/4 cup
			1% Milk (Half Pint) 1 each		Garlic Wheat Roll 2 ozw	Sandwich Cookies 2 each
					Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
					1% Milk (Half Pint) 1 each	

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-2
REGULAR MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA

Weekly Average 2500 Calories Per Day*
Less than 30% of calories from fat; less than 2.8 gram Sodium

aramark

Week: 6

Meal Name: Breakfast

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each

Meal Name: Lunch

Turkey 3 ozw	Peanut Butter 4 ozw	T. Salami 3 ozw	Peanut Butter 4 ozw	T. Bologna 3 ozw	Peanut Butter 4 ozw	Turkey 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	Carrot Sticks or Coins 3 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet

Meal Name: Dinner

Spicy Rice (3 oz soy) 10 ozw	Charbrolled Patty (3 ozw) 1 patty	Crispy Chicken Patty (4 ozw each) 1 patty	Chili Mac (3 oz soy) 10 ozw	Savory Stroganoff (3 oz soy) 6 ozw	Lemon Pepper Chicken Quarter 1 each	Hearty Spanish Rice (3 oz soy) 10 ozw
Pinto Beans LF 1 cup	Mashed Potatoes LF 1 1/4 cup	Gravy LF/LS 2 fl oz	Pinto Beans LF 3/4 cup	Noodles LF 1 1/2 cup	Mashed Sweet Potatoes LF 1 cup	Pinto Beans LF 1 1/2 cup
Broccoli LF 1/2 cup	Gravy LF/LS 2 fl oz	Pinto Beans LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Peas & Carrots LF 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Coleslaw Vinaigrette LF 3/4 cup
Fresh Baked Wheat Roll 2 ozw	Kettle Blend Mixed Vegetables LF 1/2 cup	Cabbage LF 1/2 cup	Mexican Coleslaw LF 3/4 cup	Vinaigrette Calico Coleslaw LF/LS 3/4 cup	French Dressing LF 1/2 fl oz	Green Beans LF 1/2 cup
Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw	Garden Salad 1/2 cup	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw
1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Italian Dressing 1/2 fl oz	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each	Sandwich Cookies 2 each	Fresh Seasonal Fruit 1 each
	1% Milk (Half Pint) 1 each	Fresh Baked Wheat Roll 2 ozw	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
		Fresh Seasonal Fruit 1 each				
		1% Milk (Half Pint) 1 each				

*Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal is being served at the time.

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (Initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS
VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 1

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup
Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Pinto Beans LF 1 1/2 cup	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	Boston Baked Beans LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Cheesy Broccoli Rice Casserole (3 oz soy) 10 ozw	Italian Sauce (3 oz soy) 6 ozw	Pinto Beans LF 1 1/2 cup
Rice LF 1 cup	Peas & Carrots 3/4 cup	Rice LF 1 cup	Noodles LF 1 cup	Kettle Blend Mixed Vegetables 1/2 cup	Noodles LF 1 1/2 cup	Rice LF 1 cup
Broccoli LF 3/4 cup	Vinaigrette Calico Coleslaw 3/4 cup	Broccoli LF 1/2 cup	Carrots 1/2 cup	Creamy Coleslaw LF 3/4 cup	Broccoli LF 1/2 cup	Coleslaw Vinaigrette 3/4 cup
Garden Salad 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Garden Salad 3/4 cup	Fresh Baked Wheat Roll 2 ozw	Tossed Salad w/ Carrots 3/4 cup	Wheat Bread 2 slice
French Dressing LF 1/2 fl oz	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Seasonal Fruit 1 each	Italian Dressing 1/2 fl oz	Fresh Seasonal Fruit 1 each	Italian Dressing 1/2 fl oz	Fresh Seasonal Fruit 1 each
Fresh Baked Wheat Roll 2 ozw	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Baked Wheat Roll 2 ozw	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Garlic Wheat Roll 2 ozw	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Fresh Seasonal Fruit 1 each			Fruit (1@ or 1/2 cup equivalent) 1 portion		Fruit (1@ or 1/2 cup equivalent) 1 portion	
Fruit Drink w/ B12, C, D, E & Calcium 1 packet			Fruit Drink w/ B12, C, D, E & Calcium 1 packet		Fruit Drink w/ B12, C, D, E & Calcium 1 packet	

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS

VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw
Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Orange 1 each	Wheat Bread 2 slice	Wheat Bread 2 slice
Fresh Seasonal Fruit 1 each	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	Carrot Sticks or Coins 3 ozw	1% Milk (Half Pint) 1 each	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Dinner						
Pinto Beans LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Farmhouse Stew (3 oz soy) 10 ozw	Tex-Mex Taco Filling (3 oz soy) 4 ozw	Pinto Beans LF/LS 1 1/2 cup	Cheesy Broccoli Noodle Casserole (3 oz soy) 10 ozw
Mashed Potatoes LF 1 cup	Noodles LF 1 1/4 cup	Rice LF 1/2 cup	Noodles LF 1 1/4 cup	Cheese Sauce 1 fl oz	Cajun Potatoes LF 1 1/2 cup	Broccoli LF 1/2 cup
Carrots 3/4 cup	Kettle Blend Mixed Vegetables 1/2 cup	Broccoli LF 1/2 cup	Green Beans 1/2 cup	Pinto Beans LF 1 1/2 cup	Broccoli LF 1/2 cup	Carrots 3/4 cup
Mexican Coleslaw LF 3/4 cup	Coleslaw Vinaigrette 3/4 cup	Tossed Salad w/ Carrots 1/2 cup	Coleslaw Vinaigrette 3/4 cup	Shredded Lettuce 1/2 cup	Fresh Baked Wheat Roll 2 ozw	Garden Salad 1/2 cup
Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	French Dressing LF 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Corn Tortilla 6" 2 each	Fresh Seasonal Fruit 1 each	Italian Dressing 1/2 fl oz
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Baked Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Baked Wheat Roll 2 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Seasonal Fruit 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet		Fresh Seasonal Fruit 1 each
		Fruit Drink w/ B12, C, D, E & Calcium 1 packet				Fruit Drink w/ B12, C, D, E & Calcium 1 packet

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** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

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Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS
VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 3

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw
Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet
Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice
1% Milk (Half Pint) 1 each	Orange 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw
	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Dinner						
Hearty Spanish Rice (3 oz soy) 10 ozw	Pinto Beans LF/LS 1 cup	Italian Sauce (3 oz soy) 6 ozw	Pinto Beans LF/LS 1 cup	Pinto Beans LF/LS 1 cup	Savory Stroganoff (3 oz soy) 6 ozw	Macaroni & Cheese Casserole (3 oz soy) 10 ozw
Pinto Beans LF 1 1/2 cup	Mashed Potatoes LF 1 cup	Noodles LF 1 1/2 cup	Rice 1 cup	Parsley Potatoes 1 cup	Boston Baked Beans LF 3/4 cup	Pinto Beans LF 1 cup
Coleslaw Vinaigrette 3/4 cup	Gravy LF/LS 2 fl oz	Broccoli LF 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Peas & Carrots 1/2 cup	Broccoli LF 1/2 cup
Green Beans 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Garden Salad 1/2 cup	Mexican Coleslaw LF 3/4 cup	French Dressing LF 1/2 fl oz	Creamy Coleslaw LF 3/4 cup	Fresh Baked Wheat Roll 2 ozw
Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Italian Dressing 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Baked Wheat Roll 2 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Seasonal Fruit 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	
		Fruit Drink w/ B12, C, D, E & Calcium 1 packet				

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

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FLM QUARTERLY MENU REVIEW (Initial/date) Q1_____ Q2_____ Q3_____ Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____ **Date:**_____ **FLM Signature:**_____ **Date:**_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS
VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 4

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup
Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Pinto Beans LF 1 1/2 cup	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	Pinto Beans LF/LS 1 1/2 cup	Savory Rice & Peppers (3 oz gd soy) 10 ozw	Asian Fried Rice (3 oz soy) 10 ozw	Italian Sauce (3 oz soy) 6 ozw	Sloppy Joe Filling (3 oz soy) 4 ozw
Rice LF 1 cup	Broccoli LF 1/2 cup	Gravy LF/LS 2 fl oz	Pinto Beans LF 1 1/2 cup	Broccoli LF 1/2 cup	Noodles LF 1 1/2 cup	Hamburger Bun 1 each
Corn LF 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Mashed Potatoes LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Garden Salad 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Boston Baked Beans LF 1 1/2 cup
Mexican Coleslaw LF 3/4 cup	French Dressing LF 1/2 fl oz	Peas & Carrots LF 1/2 cup	Garden Salad 1/2 cup	French Dressing LF 1/2 fl oz	Broccoli LF 1/2 cup	Green Beans LF 1/2 cup
Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Coleslaw Vinaigrette 3/4 cup	Italian Dressing 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Coleslaw Vinaigrette 3/4 cup
Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Seasonal Fruit 1 each
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
		Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet			

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** This item contains 250mgs Calcium

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Reviewed: 7/18 Aramark Dietitian's Signature: Client's Signature:_____Date:_____ FLM Signature:_____Date:_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS
VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 5

Meal Name: Breakfast

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each

Meal Name: Lunch

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup
Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each	Orange 1 each	Carrot Sticks or Coins 3 ozw	Fresh Seasonal Fruit 1 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	

Meal Name: Dinner

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Texan Tamale Pie w/Cornbread Topping (3 oz soy) 10 ozw	Home-style Scalloped Potatoes (3 oz soy) 10 ozw	Macaroni & Cheese Casserole (3 oz soy) 10 ozw	Pinto Beans LF/LS 1 1/2 cup	Cheesy Broccoli Rice Casserole (3 oz soy) 10 ozw	Pinto Beans LF 1 1/2 cup	Boston Baked Beans LF 1 1/2 cup
Pinto Beans LF 1 1/2 cup	Kettle Blend Mixed Vegetables 1/2 cup	Boston Baked Beans LF 1/2 cup	Cajun Potatoes LF 1 cup	Kettle Blend Mixed Vegetables 1/2 cup	Noodles LF 1 1/2 cup	Rice LF 1/2 cup
Broccoli LF 1/2 cup	Coleslaw Vinaigrette 3/4 cup	Broccoli LF 1/2 cup	Carrots 1/2 cup	Vinaigrette Calico Coleslaw 3/4 cup	Broccoli LF 1/2 cup	Wheat Bread 2 slice
Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Garden Salad 1/2 cup	Fresh Baked Wheat Roll 2 ozw	Tossed Salad w/ Carrots 1/2 cup	Carrots 1/2 cup
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruity Oatmeal Bar 1/70 cut	Fresh Seasonal Fruit 1 each	French Dressing LF 1/2 fl oz	Fresh Seasonal Fruit 1 each	French Dressing LF 1/2 fl oz	Coleslaw Vinaigrette 3/4 cup
	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Baked Wheat Roll 2 ozw	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Garlic Wheat Roll 2 ozw	Fruity Oatmeal Bar 1/70 cut
			Sandwich Cookies 2 each		Sandwich Cookies 2 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
			Fruit Drink w/ B12, C, D, E & Calcium 1 packet		Fruit Drink w/ B12, C, D, E & Calcium 1 packet	

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Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

Proposed 7/18 APPENDIX C-3
VEGETARIAN MENU

SAN FRANCISCO CITY & COUNTY JAILS
VEGETARIAN MENU

Weekly Average 2500 Calories Per Day
Less than 30% of calories from fat; less than 2.5 gram Sodium

aramark

Week: 6

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Carrot Spice Breakfast Bar (1/4 c vegetable) ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cinnamon Breakfast Bar ** 1/50 cut	Peanut Butter Breakfast Bar** 1/50 cut	Cocoa Breakfast Bar ** 1/50 cut
Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each	Toasted Oats Cereal 1 cup	Peanut Butter 1 each	Bran Flakes Cereal 1 cup	Hard Cooked Egg 1 each
Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut	Streusel Coffeecake 1/70 cut	Fresh Baked Wheat Roll 2 ozw	Streusel Coffeecake 1/70 cut	Muffin 1/70 cut
Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet	Apple Jelly 1 packet	Grape Jelly 1 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup	Peanut Butter 4 ozw	Vegan Soy Patty 3 ozw	Peanut Butter 4 ozw	Hummus 1/2 cup
Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mustard 1 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Orange 1 each	1% Milk (Half Pint) 1 each	Fresh Seasonal Fruit 1 each	Carrot Sticks or Coins 3 ozw	Orange 1 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Spicy Rice (3 oz soy) 10 ozw	Pinto Beans LF/LS 1 cup	Pinto Beans LF/LS 1 cup	Chili Mac (3 oz soy) 10 ozw	Savory Stroganoff (3 oz soy) 6 ozw	Pinto Beans LF/LS 1 1/2 cup	Hearty Spanish Rice (3 oz soy) 10 ozw
Pinto Beans LF 1 cup	Mashed Potatoes LF 1 cup	Rice 1 cup	Pinto Beans LF 3/4 cup	Noodles LF 1 1/2 cup	Mashed Sweet Potatoes LF 1 cup	Pinto Beans LF 1 1/2 cup
Broccoli LF 1/2 cup	Gravy LF/LS 2 fl oz	Broccoli LF 1/2 cup	Kettle Blend Mixed Vegetables LF 1/2 cup	Peas & Carrots 1/2 cup	Tossed Salad w/ Carrots 1/2 cup	Coleslaw Vinaigrette 3/4 cup
Fresh Baked Wheat Roll 2 ozw	Kettle Blend Mixed Vegetables LF 1/2 cup	Garden Salad 1/2 cup	Mexican Coleslaw LF 3/4 cup	Vinaigrette Calico Coleslaw 3/4 cup	French Dressing LF 1/2 fl oz	Green Beans LF 1/2 cup
Fresh Seasonal Fruit 1 each	Fresh Baked Wheat Roll 2 ozw	Italian Dressing 1/2 fl oz	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw	Fresh Baked Wheat Roll 2 ozw
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Baked Wheat Roll 2 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Seasonal Fruit 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fresh Seasonal Fruit 1 each
	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fresh Seasonal Fruit 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
		Fruit Drink w/ B12, C, D, E & Calcium 1 packet				

All entree portions purchased fully cooked, within manufacturer tolerance specifications, are weight measurements prior to reheating. Casseroles and combination items made from scratch are based upon approximate cooked weight measurements. Weights on cookies, bread, rolls, and breadsticks made from mix or scratch are prior to baking. Pancakes made from mix or scratch are batter volume measurement prior to cooking. Side dishes are volume measurements. All combination dishes are made with soy unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used unless item is named pork. Imitation cheese with calcium is used.
** This item contains 250mgs Calcium

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

FLM QUARTERLY MENU REVIEW (Initial/date) Q1_____Q2_____Q3_____Q4_____
In accordance with ACA Standard (ref. 4-ALDF-4A-07) (MANDATORY) Menu evaluations are conducted at least quarterly by food service supervisory staff to verify adherence to the established daily servings.

Reviewed: 7/18 **Aramark Dietitian's Signature:** **Client's Signature:**_____**Date:**_____ **FLM Signature:**_____**Date:**_____

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Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 1

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Turkey A La King 3/4 cup	Pulled BBQ Chicken 3/4 cup	Creamy Chicken Dinner 3/4 cup	Beef Stroganoff 3/4 cup	Taco Meat 3/4 cup	Sweet & Sour Chicken 3/4 cup	Pulled BBQ Chicken 3/4 cup
Kosher Rice LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Wheat Bread 2 slice	Kosher Rotini LF 1 1/2 cup
Garden Salad 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Green Beans 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Shredded Lettuce 1 cup	Kosher Rotini LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1 cup
Scratch Italian Salad Dressing 1 fl oz	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Garden Salad 1 cup	Wheat Bread 2 slice
Wheat Bread 2 slice	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Scratch Italian Salad Dressing 1 fl oz	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Orange 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Fruit Drink w/ B12, C, D, E & Calcium 1 packet					Fruit Drink w/ B12, C, D, E & Calcium 1 packet	

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

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Aramark Dietitian's Signature of Nutritional Adequacy: _____

Client's Signature: _____ **Date:** _____

FLM Signature: _____ **Date:** _____

Facility Religious Authority's Signature of Approval: _____ **Date:** _____

Reviewed 7/18

Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Italian Meat Sauce 3/4 cup	Creamy Chicken Dinner 3/4 cup	Italian Chicken 3/4 cup	Taco Meat 3/4 cup	Turkey Tetrazzini 3/4 cup	Chunky Beef Stew 3/4 cup	Sloppy Joe 3/4 cup
Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Wheat Bread 2 slice
Green Beans LF 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Shredded Lettuce 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Pinto Beans LF 1 1/2 cup
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Wheat Bread 2 slice	Wheat Bread 2 slice	Kosher Coleslaw Vinaigrette 1 cup
Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

General Guidelines: Follow all kosher preparation instructions in recipes for Entrees, Starches and Salads. Utensils used for scooping, cooking and serving must be dedicated for kosher food use ONLY and stored in a special area. No meat is served. Serve meal on disposable or designated kosher trays with disposable or kosher only tableware.

Aramark Dietitian's Signature of Nutritional Adequacy: _____

Client's Signature: _____ **Date:** _____

FLM Signature: _____ **Date:** _____

Facility Religious Authority's Signature of Approval: _____ **Date:** _____

Reviewed 7/18

Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 3

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Turkey A La King 3/4 cup	Pulled BBQ Chicken 3/4 cup	Creamy Chicken Dinner 3/4 cup	Beef Stroganoff 3/4 cup	Taco Meat 3/4 cup	Sweet & Sour Chicken 3/4 cup	Pulled BBQ Chicken 3/4 cup
Kosher Rice LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Wheat Bread 2 slice	Kosher Rotini LF 1 1/2 cup
Garden Salad 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Green Beans 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Shredded Lettuce 1 cup	Kosher Rotini LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1 cup
Scratch Italian Salad Dressing 1 fl oz	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Garden Salad 1 cup	Wheat Bread 2 slice
Wheat Bread 2 slice	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Scratch Italian Salad Dressing 1 fl oz	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Orange 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Fruit Drink w/ B12, C, D, E & Calcium 1 packet					Fruit Drink w/ B12, C, D, E & Calcium 1 packet	

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

General Guidelines: Follow all kosher preparation instructions in recipes for Entrees, Starches and Salads. Utensils used for scooping, cooking and serving must be dedicated for kosher food use ONLY and stored in a special area. No meat is served. Serve meal on disposable or designated kosher trays with disposable or kosher only tableware.

Aramark Dietitian's Signature of Nutritional Adequacy: _____

Client's Signature: _____ **Date:** _____

FLM Signature: _____ **Date:** _____

Facility Religious Authority's Signature of Approval: _____ **Date:** _____

Reviewed 7/18

Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 4

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Italian Meat Sauce 3/4 cup	Creamy Chicken Dinner 3/4 cup	Italian Chicken 3/4 cup	Taco Meat 3/4 cup	Turkey Tetrazzini 3/4 cup	Chunky Beef Stew 3/4 cup	Sloppy Joe 3/4 cup
Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Wheat Bread 2 slice
Green Beans LF 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Shredded Lettuce 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Pinto Beans LF 1 1/2 cup
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Wheat Bread 2 slice	Wheat Bread 2 slice	Kosher Coleslaw Vinaigrette 1 cup
Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

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Client's Signature: _____ **Date:** _____

FLM Signature: _____ **Date:** _____

Facility Religious Authority's Signature of Approval: _____ **Date:** _____

Reviewed 7/18

Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 5

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Turkey A La King 3/4 cup	Pulled BBQ Chicken 3/4 cup	Creamy Chicken Dinner 3/4 cup	Beef Stroganoff 3/4 cup	Taco Meat 3/4 cup	Sweet & Sour Chicken 3/4 cup	Pulled BBQ Chicken 3/4 cup
Kosher Rice LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Wheat Bread 2 slice	Kosher Rotini LF 1 1/2 cup
Garden Salad 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Green Beans 1 cup	Kettle Blend Mixed Vegetables LF 1 cup	Shredded Lettuce 1 cup	Kosher Rotini LF 1 1/2 cup	Kettle Blend Mixed Vegetables LF 1 cup
Scratch Italian Salad Dressing 1 fl oz	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Garden Salad 1 cup	Wheat Bread 2 slice
Wheat Bread 2 slice	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Scratch Italian Salad Dressing 1 fl oz	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Orange 1 each	Fruit Drink w/ B12, C, D, E & Calcium 1 packet
Fruit Drink w/ B12, C, D, E & Calcium 1 packet					Fruit Drink w/ B12, C, D, E & Calcium 1 packet	

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

General Guidelines: Follow all kosher preparation instructions in recipes for Entrees, Starches and Salads. Utensils used for scooping, cooking and serving must be dedicated for kosher food use ONLY and stored in a special area. No meat is served. Serve meal on disposable or designated kosher trays with disposable or kosher only tableware.

Aramark Dietitian's Signature of Nutritional Adequacy:

Client's Signature: _____ **Date:** _____

FLM Signature: _____ **Date:** _____

Facility Religious Authority's Signature of Approval: _____ **Date:** _____

Reviewed 7/18

Proposed 7/18 APPENDIX C-4
RELIGIOUS MENU

CITY & COUNTY OF SAN FRANCISCO
CALIFORNIA
RELIGIOUS MEALS MENU
Weekly Average 2500 Calories Per Day

aramark

Week: 6

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Meal Name: Breakfast						
100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each	100% Juice (4 oz) 1 each
Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup	Dry Cereal 1 1/2 cup
Kosher Peanut Butter 2 1/2 ozw	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each	Kosher Peanut Butter 2 1/2 ozw	Hard Cooked Egg 1 each
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice
Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet	Jelly, pc 2 packet
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each
Meal Name: Lunch						
Rinsed Tuna 4 ozw	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup	Kosher Peanut Butter 4 ozw	Vegan Hummus 3/4 cup
Mayo Dressing 2 packet	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice	Jelly 1 1/2 fl oz	Wheat Bread 2 slice
Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw	Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Carrot Sticks or Coins 3 ozw
Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Carrot Sticks or Coins 3 ozw	Fruit (1@ or 1/2 cup equivalent) 1 portion
Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Sandwich Cookies 2 each
Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	Sandwich Cookies 2 each	1% Milk (Half Pint) 1 each
1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each		1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	1% Milk (Half Pint) 1 each	
Meal Name: Dinner						
Italian Meat Sauce 3/4 cup	Creamy Chicken Dinner 3/4 cup	Italian Chicken 3/4 cup	Taco Meat 3/4 cup	Turkey Tetrazzini 3/4 cup	Chunky Beef Stew 3/4 cup	Sloppy Joe 3/4 cup
Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Pinto Beans LF 1 1/2 cup	Kosher Rotini LF 1 1/2 cup	Kosher Rice LF 1 1/2 cup	Wheat Bread 2 slice
Green Beans LF 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Shredded Lettuce 1 cup	Kosher Coleslaw Vinaigrette 1 cup	Carrots LF 1 cup	Pinto Beans LF 1 1/2 cup
Wheat Bread 2 slice	Wheat Bread 2 slice	Wheat Bread 2 slice	Flour Tortilla (6") 2 each	Wheat Bread 2 slice	Wheat Bread 2 slice	Kosher Coleslaw Vinaigrette 1 cup
Orange 1 each	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Citrus Fruit (1@ or 1/2 cup equivalent) 1 portion	Fruit (1@ or 1/2 cup equivalent) 1 portion	Orange 1 each
Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet	Fruit Drink w/ B12, C, D, E & Calcium 1 packet

This menu contains only food items that are kosher and halal. Side dishes are volume measurements. All entrees are made with Texturized Vegetable Protein (TVP) unless otherwise indicated. All starches, vegetables, and cooked cereal are prepared with margarine unless indicated as LF (Low Fat). No pork is used.

NUTRITION STATEMENT: This menu meets the nutritional guidelines of the American Correctional Association which are based upon the current DRI's for males and females 19 to 50 years as established by the Food and Nutrition Board of the Institute of Medicine, National Academy of Sciences. Adequate levels of protein, vitamin A, vitamin C, calcium, and iron are included.

General Guidelines: Follow all kosher preparation instructions in recipes for Entrees, Starches and Salads. Utensils used for scooping, cooking and serving must be dedicated for kosher food use ONLY and stored in a special area. No meat is served. Serve meal on disposable or designated kosher trays with disposable or kosher only tableware.

Aramark Dietitian's Signature of Nutritional Adequacy: [illegible]

Client's Signature: _____ **Date:**_____

FLM Signature: _____ **Date:**_____

Facility Religious Authority's Signature of Approval: _____ **Date:**_____

Reviewed 7/18

APPENDIX D-1
COUNTY JAIL #____
INMATE MEAL COUNT

DATE:		BREAKFAST	
DAY:		LUNCH	
		DINNER	

LOCATION (CELL/POD)	NUMBER OF MEALS	ADDITIONAL MEALS	
		SAFETY CELL	
		WORKERS	
		COURT	
		SWAP	
		SFGH	
		TRANS.	
		KOSHER	
		VEGAN	
		DIET	
		SUBTOTAL	0
		Comments:	
SUBTOTAL COUNT	0	TOTAL	0

Ordered/Prepared By (Dep. Name and Star):
Meals Approved By (Watch Commander):
Aramark- Received By:
Meals Verified and Received By (Dep. Name and Star):

APPENDIX D-1
MONTHLY STAFF
MEAL COUNT

MONTH:_____ **PREPARED BY:**_____

SHIFT:_____ **APPROVED BY:**_____

DAY of THE MONTH: Total Meals ordered

MEALS		Midnight Watch		Day Watch		Swing Watch
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
Subtotal:		0		0		0
TOTAL:	0					

APPENDIX D-2
DAILY MEAL COUNT CJ2

CJ2 MEAL COUNT SHEET Date _____ Day of Week _____

BREAKFAST MEAL

Less Kitchen Workers:_____

	REGULAR	DIETS	Subtotal	Add-ons	TOTAL	KOSHER
B-Pod						
C-Pod						
D-Pod						
E-Pod						
F-Pod						
Total						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons:

LUNCH MEAL

Less Kitchen Workers:_____

	REGULAR	DIETS	Subtotal	Add-ons	TOTAL	KOSHER
B-Pod						
C-Pod						
D-Pod						
E-Pod						
F-Pod						
Total						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons: SFGH Lunches

DINNER MEAL

Less Kitchen Workers:_____

	REGULAR	DIETS	Subtotal	Add-ons	Total	KOSHER
B-Pod						
C-Pod						
D-Pod						
E-Pod						
F-Pod						
Total						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons: Dinner Snacks

APPENDIX D-2

SAN FRANCISCO COUNTY JAIL #3 – 6TH FLOOR

ARAMARK

MEAL COUNT

DATE _____ DAY OF THE WEEK _____

BREAKFAST

MAINLINE TOTAL _____ POST 11 _____ TRUSTEES _____ = TOTAL _____

	REGULAR	DIETS	KOSHER	TOTAL
CART 1 ABC				
CART 2 DEFG				
CART 3 HJ123				
CART 4 456LK				
CART 5 POST11				
TOTAL				

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

LUNCH

MAINLINE TOTAL _____ POST 11 _____ TRUSTEES _____ = TOTAL _____

	REGULAR	DIETS	KOSHER	TOTAL
CART 1				
CART 2				
CART 3				
CART 4				
CART 5				
TOTAL				

COURT RETURNS	

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

DINNER

MAINLINE TOTAL _____ POST 11 _____ TRUSTEES _____ = TOTAL _____

	REGULAR	DIETS	KOSHER	TOTAL
CART 1				
CART 2				
CART 3				
CART 4				
CART 5				
TOTAL				

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

SNACKS

APPENDIX D-2

DAILY MEAL COUNT CJ4

SAN FRANCISCO COUNTY JAIL #4 – 7TH FLOOR

ARAMARK

MEAL COUNT

DATE _____ DAY OF THE WEEK _____

BREAKFAST

	REGULAR	DIETS	KOSHER	TOTAL
TRUST				
FRONT OFFICE				
H (BACK)				
A				
B				
C				
D				
POST 12				
SOUTH WING				
POST 28				
SAFETY C				
TOTAL				

TRUSTEES

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

LUNCH

	REGULAR	DIETS	KOSHER	TOTAL
TRUST				
FRONT OFFICE				
H (BACK)				
A				
B				
C				
D				
POST 12				
SOUTH WING				
POST 28				
SAFETY C				
TOTAL				

TRUSTEES

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

DINNER

	REGULAR	DIETS	KOSHER	TOTAL
TRUST				
FRONT OFFICE				
H (BACK)				
A				
B				
C				
D				
POST 12				
SOUTH WING				
POST 28				
SAFETY C				
TOTAL				

TRUSTEES

ADD ON		

ARAMARK SUPERVISOR/SFSD Representative

APPENDIX D-2
DAILY MEAL COUNT CJ5

CJ5 MEAL COUNT SHEET Date _____ Day of Week _____

BREAKFAST MEAL

Trustee Meals for Kitchen Worker in 1A & 1B: _____

	REGULAR	DIETS	Subtotal	Add-ons	TOTAL	KOSHER
Medical						
1A-Pod						
1B-Pod						
2A-Pod						
2B-Pod						
3A-Pod						
3B-Pod						
4A-Pod						
4B-Pod						
5A-Pod						
5B-Pod						
6A-Pod						
6B-Pod						
7A-Pod						
7B-Pod						
8A-Pod						
8B-Pod						
A-Pod						
B-Pod						
C-Pod						
Safe Cell						
Pending						
TOTAL						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons: _____

APPENDIX D-2
DAILY MEAL COUNT CJ5

CJ5 MEAL COUNT SHEET Date _____ Day of Week _____

LUNCH MEAL

Trustee Meals for Kitchen Worker in 1A & 1B: _____
Van Meals: _____

	REGULAR	DIETS	Subtotal	Add-ons	TOTAL	KOSHER
Medical						
1A-Pod						
1B-Pod						
2A-Pod						
2B-Pod						
3A-Pod						
3B-Pod						
4A-Pod						
4B-Pod						
5A-Pod						
5B-Pod						
6A-Pod						
6B-Pod						
7A-Pod						
7B-Pod						
8A-Pod						
8B-Pod						
A-Pod						
B-Pod						
C-Pod						
Safe Cell						
Pending						
TOTAL						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons: _____

APPENDIX D-2
DAILY MEAL COUNT CJ5

CJ5 MEAL COUNT SHEET Date _____ Day of Week _____

DINNER MEAL

Trustee Meals for Kitchen Worker in 1A & 1B: _____
Bag lunches for Safety Cells: _____

	REGULAR	DIETS	Subtotal	Add-ons	TOTAL	KOSHER
Medical						
1A-Pod						
1B-Pod						
2A-Pod						
2B-Pod						
3A-Pod						
3B-Pod						
4A-Pod						
4B-Pod						
5A-Pod						
5B-Pod						
6A-Pod						
6B-Pod						
7A-Pod						
7B-Pod						
8A-Pod						
8B-Pod						
A-Pod						
B-Pod						
C-Pod						
Safe Cell						
Pending						
TOTAL						

_____
Kitchen Deputy

_____
Aramark Supervisor

_____
Watch Commander

Reason for Add Ons: _____

Please Note: Trustee Meals = Back-up meals for diets

CJ1

APPENDIX D-3
Aramark Meal Count (Weekly Form) CJ1

WEEK ENDING

Period
Week

CJ #1		INMATES			ADD-ONS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU			0	0	0	0	0	0	0
21-Sep	FRI									
22-Sep	SAT									
23-Sep	SUN									
24-Sep	MON									
25-Sep	TUE									
26-Sep	WED									
	TOTAL	0	0	0	0	0	0	0	0	0
			0			0			0	

COURT
0

TRUSTEES		
B	L	D
0	0	0
	0	

STAFF MEALS
0

CJ #1		INMATES			ADD-ONS + COURTS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU	0	0	0	0	0	0	0	0	0
21-Sep	FRI	0	0	0	0	0	0	0	0	0
22-Sep	SAT	0	0	0	0	0	0	0	0	0
23-Sep	SUN	0	0	0	0	0	0	0	0	0
24-Sep	MON	0	0	0	0	0	0	0	0	0
25-Sep	TUE	0	0	0	0	0	0	0	0	0
26-Sep	WED	0	0	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0	0	0

	STAFF MEALS
THU	0
FRI	0
SAT	0
SUN	0
MON	0
TUE	0
WED	0
	0

20-Sep	THU	0	0	0	
21-Sep	FRI	0	0	0	
22-Sep	SAT	0	0	0	
23-Sep	SUN	0	0	0	
24-Sep	MON	0	0	0	
25-Sep	TUE	0	0	0	
26-Sep	WED	0	0	0	
	TOTAL	0	0	0	Total Koshers

Includes court add-ons

THU	
FRI	
SAT	
SUN	
MON	
TUE	
WED	

	TOTAL
INMATE MEALS	0
STAFF MEALS	0
TRUSTEE MEALS	0

TOTAL POPULATION MEALS	0
TOTAL STAFF MEALS	0
TOTAL MEALS	0

ARAMARK Representative

Food Service Director

Date Signed

County Jail 1 Representative

Lieutenant Daggs

Date Signed

CJ2

APPENDIX D-3
Aramark Meal Count (Weekly Form) CJ2

WEEK ENDING

Period
Week

CJ #2		INMATES			ADD-ONS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU			0	0	0	0	0	0	0
21-Sep	FRI									
22-Sep	SAT									
23-Sep	SUN									
24-Sep	MON									
25-Sep	TUE									
26-Sep	WED									
	TOTAL	0	0	0	0	0	0	0	0	0
			0			0			0	

COURT
0

TRUSTEES		
B	L	D
0	0	0
	0	

STAFF MEALS
0

CJ#2		INMATES			ADD-ONS + COURTS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU	0	0	0	0	0	0	0	0	0
21-Sep	FRI	0	0	0	0	0	0	0	0	0
22-Sep	SAT	0	0	0	0	0	0	0	0	0
23-Sep	SUN	0	0	0	0	0	0	0	0	0
24-Sep	MON	0	0	0	0	0	0	0	0	0
25-Sep	TUE	0	0	0	0	0	0	0	0	0
26-Sep	WED	0	0	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0	0	0

	STAFF MEALS
THU	0
FRI	0
SAT	0
SUN	0
MON	0
TUE	0
WED	0
	0

20-Sep	THU	0	0	0	THU
21-Sep	FRI	0	0	0	FRI
22-Sep	SAT	0	0	0	SAT
23-Sep	SUN	0	0	0	SUN
24-Sep	MON	0	0	0	MON
25-Sep	TUE	0	0	0	TUE
26-Sep	WED	0	0	0	WED
	TOTAL	0	0	0	Total Koshers

Includes court add-ons

	TOTAL
INMATE MEALS	0
STAFF MEALS	0
TRUSTEE MEALS	0

TOTAL POPULATION MEALS	0
TOTAL STAFF MEALS	0
TOTAL MEALS	0

ARAMARK Representative

Food Service Director

Date Signed

County Jail 2 Representative

Captain Adams

Date Signed

APPENDIX D-3
Aramark Meal Count (Weekly Form) CJ3

WEEK ENDING

Period
Week

	CJ #3	INMATES			ADD-ONS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU			0	0	0	0	0	0	0
21-Sep	FRI									
22-Sep	SAT									
23-Sep	SUN									
24-Sep	MON									
25-Sep	TUE									
26-Sep	WED									
	TOTAL	0	0	0	0	0	0	0	0	0
			0			0			0	

COURT
0

TRUSTEES		
B	L	D
0	0	0
	0	

STAFF MEALS
0

	CJ #3	INMATES			ADD-ONS + COURTS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU	0	0	0	0	0	0	0	0	0
21-Sep	FRI	0	0	0	0	0	0	0	0	0
22-Sep	SAT	0	0	0	0	0	0	0	0	0
23-Sep	SUN	0	0	0	0	0	0	0	0	0
24-Sep	MON	0	0	0	0	0	0	0	0	0
25-Sep	TUE	0	0	0	0	0	0	0	0	0
26-Sep	WED	0	0	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0	0	0

	STAFF MEALS
THU	0
FRI	0
SAT	0
SUN	0
MON	0
TUE	0
WED	0
	0

20-Sep	THU	0	0	0	THU
21-Sep	FRI	0	0	0	FRI
22-Sep	SAT	0	0	0	SAT
23-Sep	SUN	0	0	0	SUN
24-Sep	MON	0	0	0	MON
25-Sep	TUE	0	0	0	TUE
26-Sep	WED	0	0	0	WED
	TOTAL	0	0	0	Total Koshers

Includes court add-ons

	TOTAL
INMATE MEALS	0
STAFF MEALS	0
TRUSTEE MEALS	0

TOTAL POPULATION MEALS	0
TOTAL STAFF MEALS	0
TOTAL MEALS	0

ARAMARK Representative

Food Service Director

Date Signed

County Jail 3 Representative

Date Signed

APPENDIX D-3
Aramark Meal Count (Weekly Form) CJ4

WEEK ENDING

Period
Week

	CJ #4	INMATES			ADD-ONS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU			0	0	0	0	0	0	0
21-Sep	FRI									
22-Sep	SAT									
23-Sep	SUN									
24-Sep	MON									
25-Sep	TUE									
26-Sep	WED									
	TOTAL	0	0	0	0	0	0	0	0	0
			0			0			0	

COURT
0

TRUSTEES		
B	L	D
0	0	0
	0	

STAFF MEALS
0

	CJ #4	INMATES			ADD-ONS + COURTS			KOSHERS		
		B	L	D	B	L	D	B	L	D
20-Sep	THU	0	0	0	0	0	0	0	0	0
21-Sep	FRI	0	0	0	0	0	0	0	0	0
22-Sep	SAT	0	0	0	0	0	0	0	0	0
23-Sep	SUN	0	0	0	0	0	0	0	0	0
24-Sep	MON	0	0	0	0	0	0	0	0	0
25-Sep	TUE	0	0	0	0	0	0	0	0	0
26-Sep	WED	0	0	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0	0	0

	STAFF MEALS
THU	0
FRI	0
SAT	0
SUN	0
MON	0
TUE	0
WED	0
	0

20-Sep	THU	0	0	0	
21-Sep	FRI	0	0	0	
22-Sep	SAT	0	0	0	
23-Sep	SUN	0	0	0	
24-Sep	MON	0	0	0	
25-Sep	TUE	0	0	0	
26-Sep	WED	0	0	0	
	TOTAL	0	0	0	Total Koshers

Includes court add-ons

THU	
FRI	
SAT	
SUN	
MON	
TUE	
WED	

	TOTAL
INMATE MEALS	0
STAFF MEALS	0
TRUSTEE MEALS	0

TOTAL POPULATION MEALS	0
TOTAL STAFF MEALS	0
TOTAL MEALS	0

ARAMARK Representative

Food Service Director

Date Signed

County Jail 4 Representative

Captain Jackson

Date Signed

APPENDIX D-3
Aramark Meal Count (Weekly)
CJ5

WEEK ENDING

PERIOD: _____
WEEK: _____

WEEKLY MEAL COUNT SUMMARY

CJ #5		INMATES			STANDARD			KOSHERS		
		B	L	D	B	L	D	B	L	D
1-Nov	FRI									
2-Nov	SAT									
3-Nov	SUN									
4-Nov	MON									
5-Nov	TUES									
6-Nov	WED									
7-Nov	THU									
	TOTAL	0	0	0	0	0	0	0	0	0
		INMATES			STANDARD			KOSHERS		
			0			0			0	

TRUSTEES		
B	L	D
0	0	0
TRUSTEES		
	0	

GRAND TOTAL		
B	L	D
0	0	0
GRAND TOTAL		
	0	

CJ #5		STAFF MEALS		
		B	L	D
1-Nov	FRI			
2-Nov	SAT			
3-Nov	SUN			
4-Nov	MON			
5-Nov	TUES			
6-Nov	WED			
7-Nov	THU			
	TOTAL	0	0	0
		STAFF MEALS		
			0	

VAN MEALS		
B	L	D
0	0	0
VAN MEALS		
	0	

NOTES

DISCREPANCIES		
B	L	D
0	0	0
DISCREPANCIES		
	0	

G.F.F	
TOTAL STAFF	
TOTAL INMATE MEALS	

STAFF MEALS =	0
INMATE MEALS =	0
TRUSTEE MEALS =	0

ARAMARK Representative

Food Service Director

Date

San Bruno County Jail Representative

Captain McConnell

Date

APPENDIX E-1
CJ#2 SFSD Owned Equipment Inventory

Appendix E-1
CJ2 SFSD Owned Equpment Inventory
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:
1	2	60 Gal Gas Fired Steam Kettle	Vulcan	GS60E	27-1178733	Kitchen		
2	1	Rotary Chopper	Hobart			Kitchen		
3	2	Coffee Maker	American Ware			Kitchen		Not in use. Left unit missing sightglass
4	1	Convection Oven	Vulcan			Kitchen		
5	1	Double Convection Oven	Snorkel Vulcan			Kitchen		
6	2	Food Warmer	Crescor			Kitchen		
7	2	Griddles	Vulcan			Kitchen		
8	1	Ice Machine	Monitowoc			Kitchen		
9	1	Mixer	Hobart	H-600T	11-1010-744	Kitchen		
10	2	Mixer	Welbelt	W-20	9909030001	Kitchen		
11	1	Mixer	Hobart	A-120T	11-1010-411	Kitchen		
12	1	Reach-in Cooler	Victory			Kitchen		
13	2	ElectricSlicer				Kitchen		Hobart and Chefmate Electric Slicer
14	1	Tilting Skittle (Steamer)	Vulcan			Kitchen		
15		Trays (Meal Service)				Kitchen		100 must be kept in reserve at all times
16	1	Tray Washer w/Booster	The Stero Company	SCT-76SC	59491-6-93	Kitchen		
17	1	Walk-in Cooler				Kitchen		
18	1	Walk-in Cooler and Freezer				Kitchen		
19	1	Walk-in Coolers and Freezer Refrigeration Unit	Cold Zone	CZ6S3A	B03203439	Roof		
20	3	Weight Scales				Kitchen		
21	7	Shelving Racks				Kitchen		
22	6	Bread Racks				Kitchen		
23	6	Baker Racks				Kitchen		
24	15	Portable Liquid Containers				Kitchen		
25	3	Food Tray Carts				Kitchen		
26	6	Flat Carts				Kitchen		
27	1	Serving Table				Kitchen		
28	7	Stainless Steel Tables				Kitchen		
29	1	Pallet Jack				Kitchen		
30	1	Combi Steamer	Blodgett			Kitchen		
31	4	Microwaves				CJ2 ODR		
32	1	Soup Warmer				CJ2 ODR		
33	1	Coffee Maker	Bunn			CJ2 ODR		
34	1	Toaster				CJ2 ODR		
35	1	Refrigerator	Frigidaire			CJ2 ODR		
36	1	Cooler	TRUE			CJ2 ODR		

APPENDIX E-1
CJ#2 SFSD Owned Equipment Inventory

Appendix E-1
CJ2 SFSD Owned Equpment Inventory
*****ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION*****

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:
37	1	Salad Bar and Food Warmer Combo				CJ2 ODR		
38	2	2-drawer filing cabinet				Office		
39	1	4-drawer filing cabinet				Office		
40	2	Bookcases				Office		
41	2	Tables				Office		
42	1	Desk				Office		
43	4	Waste Baskets				Office		

Inventory By: SFSD STAFF:_____ ARAMARK STAFF: _____

Date Completed:_____ Next Scheduled Inspection:_____

APPENDIX E-2
CJ#4 SFSD Owned Equipment Inventory

Appendix E-2
CJ4 SFSD Owned Equpment Inventory
*****ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION*****

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:
1	1	Basement Cooler				Basement / Storekeeper Area		
2	1	Basement Cooler Condensing Unit				HOJ Eastside / Across from Gas Meter Room		
3	1	Basement Freezer				Basement / Storekeeper Area		
4	1	Basement Freezer Condensing Unit				HOJ Eastside / Across from Gas Meter Room		
5	1	Chopper	OUT			Kitchen		
6	1	Convection Oven	MINITOWOC	MCOGS-10ESS	1111230000252	Kitchen		
7	1	Convection Oven	MINITOWOC	MCOGS-10ESS	1111230000253	Kitchen		
8	1	Double Convection Oven #1				Kitchen		
9	1	Double Convection Oven #2	VULCAN	VC4G0-SEFCAH	48-1473319	Kitchen		
10	1	Food Warmer	FEW	TS13	C9940633	Kitchen		
11	1	Food Warmer	FEW	TS16	C9940634	Kitchen		
12	1	Food Warmer				Kitchen		
13	1	Food Warmer				Kitchen		
14	1	Freezer Condensing Unit				Roof		
15	1	Garbage Disposal	IN SINK ERATOR	SS-75-28	11129096927	Kitchen		
16	1	Griddle	JADE RANGE			Kitchen		
17	1	Hot Water Steam Kettle	LEGION UTENS.		10889	Kitchen		
18	1	Ice Machine	SCOTSMAN	BH1100BB-A	11071330010210	Kitchen		
19	2	Microwave				Kitchen		
20	1	Mixer	HOBART	V-1401	11-185-940	Kitchen		
21	3	Slicer				Kitchen		
22	1	Steam Kettle	DOVER	1.-FT-40	1977/83745	Kitchen		
23	1	Steam Kettle	DOVER	1.-FT-60	1977/83777	Kitchen		
24	1	Steam Kettle	DOVER	1.-FT-60	1977/83776	Kitchen		
25	1	Steam Kettle	DOVER			Kitchen		
26		Trays (Meal Service)						must have 100 trays in reserve at all times
27	1	Tray Washer w/Booster	ESTERO COMP	SC-5-2-4	68771-12-00	Kitchen		
28	1	Walk-in Cooler #1	BALLY CASE	3478-1	K0167-1	Kitchen		
29	1	Walk-in Cooler #2	BALLY CASE	3478-1	K0167-2	Kitchen		
30	1	Walk-in Cooler #3	RUSSELL	AA26-70B	L9743791-021	Kitchen		
31	1	Walk-in Cooler #3 & 4 Refrigeration Compressor	COPELAND	EAVA021E-TAC-800	08A63589R	Compressor Room / Post 28 Corridor		
32	1	Walk-in Cooler #4	RUSSELL	AA2670B	D9850516-041	Kitchen		
33	1	Walk-in Freezer	BOHN	79516		Kitchen		
34	1	Dishwasher/Tray washer				Kitchen		
35	1	4-Compartment steamer				Kitchen		
36	2	4-hole Mobile Floor Cart				Kitchen		
37	3	3-hole Mobile Floor Cart				Kitchen		
38	6	Shelving/Racks				Kitchen		
39	15	Tray Cart				Kitchen		

As of:9/13/2018

APPENDIX E-2
CJ#4 SFSD Owned Equipment Inventory

Appendix E-2
CJ4 SFSD Owned Equpment Inventory
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION*

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:
40	14	Dunnage Racks	Dunnage			Kitchen		
41	1	Toaster				Kitchen		
42	1	Superior coffee machine	Superior			Kitchen		
43	2	Grills				Kitchen		
44	6	Metal Tables on rollers				Kitchen		
45	1	Metal Table without rollers				Kitchen		
46	18	40 gallon garbage bin				Kitchen		
47	7	Meal Tray Stacker				Kitchen		
48	1	Metal stepladder with 3 steps				Kitchen		
49	1	Plastic step stool				Kitchen		
50	1	Refrigerator - 2 door				CJ4 ODR		
51	1	Coffee Machine				CJ1 ODR		
52	5	Metal 4-drawer filing cabinet				Office		
53	2	Metal 2-drawer filing cabinet				Office		
54	3	Executive chairs w/ arm rest				Office		
55	2	Metal folding chair				Office		
56	1	Metal 4-shelf bookcase				Office		
57	2	Office desks, 1 metal and 1 wood				Office		

Inventory By: SFSD STAFF:_____ ARAMARK STAFF: _____

Date Completed:_____ Next Scheduled Inspection:_____

As of:9/13/2018

APPENDIX E-3
CJ#5 SFSD Owned Equipment Inventory

Appendix E-3
CJ5 SFSD Owned Equpment Inventory
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:
1	2	100 Gal Kettle	Hobart	KGL-100	38470036-01/02	Kitchen		
2	1	40 Gal Kettle Tilting	Hobart	KGL-40	3850-036-01	Kitchen		Not working, Parts used to fix others
3	1	60 Gal Kettle	Hobart	KGL-60	3849-036-01	Kitchen		
4	1	80 Gal Kettle	Hobart	KGL-80	3848-036-01	Kitchen		
5	1	80 Qt Mixer	Hobart	M802C	31-1295952	Kitchen		
6	1	80 Qt Mixer	Hobart	M802	11-046-102	Kitchen		From Old CJ3, Need service to use
7	1	Buffalo Chopper	Hobart	84186C	56-1180250	Store		not in use
8	1	Cold MakeUp Unit	Servolift Eastern	502-3N		ODR		
9	6	Convection Oven	Hobart	HGC502		Kitchen		#6 no heat
10	1	Cutter / Mixer	Hobart	HCM-450C	31-1295755	Kitchen		Broken lid
11	1	Dishmachine	Hobart	FT922BD	27-1130646	Kitchen		Need drain extension
12	1	Food Processor	Hobart	FP350	761025837	Store		not in use
13	3	Griddle with 2 ovens	Jade	JSR-72G-3636	10620614CT/15CT/16CT	Kitchen		Gas smell
14	2	Heated Cabinet	BevLes	CS71-CVMP15-SB	30249/30250	Kitchen		one in ODR
15	2	Hot H2O Dispenser	FetCo	HWB-25	04708903A / 04708803A	Kitchen		One not working
16	1	Hot MakeUp Unit	Servolift Eastern	501-U3		ODR		
17	1	Ice Machine	Scotman			Kitchen		
18	1	Refrigeration Unit for walkin boxes	Coldzone	Custom		Outside		
19	1	Roll-in Reefer	Victory	RISA-2D-S7	K0389567	Kitchen		
20	1	Roll-in Reefer	Victory	RISA-1D-S7	K0389466	Kitchen		
21	1	Scale	Hobart	15-2	81027165	Store		
22	1	Slicer	Hobart	2912C		Store		
23	1	Steamer	Cleveland	36PCGM300	WC81220-04-0-01	Kitchen		Not working, long time
24		Tray (Meal Service)						100 trays must be kept in reserve at all times
25	1	Tray Conveyor	Gates			Kitchen		
26	5	Walkin Refrigeration Boxes	Kolpak	Custom		Kitchen		
27	49	Portable Carts						
28	9	Portable Racks						
29	3	Portable Work Tables						
30	2	Cooks Security Tool Lockers						
31	2	Coffee Maker	Bunn					
32	2	Metro C5 moblile food warmer						
33	1	3-door refrigerator	Victory					
34	2	Mobile Food Prep Station						

As of:9/13/2018

APPENDIX E-3
CJ#5 SFSD Owned Equipment Inventory

Appendix E-3
CJ5 SFSD Owned Equpment Inventory
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Serial #:	Location:	Date:	Note:

Inventory By: SFSD STAFF:_____ ARAMARK STAFF: _____

Date Completed:_____ Next Scheduled Inspection:_____

Appendix F-1
SFSD Owned Equipment Maintenance Record
County Jail # 2

Appendix F-1
CJ2 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:
1	2	60 Gal Gas Fired Steam Kettle	Vulcan	GS60E			Maintenance N/A
2	1	Rotary Chopper	Hobart				
3	2	Coffee Maker	American Ware				
4	1	Convection Oven	Vulcan				
5	1	Double Convection Oven	Snorkel Vulcan				
6	2	Food Warmer	Crescor				
7	2	Griddles	Vulcan				
8	1	Ice Machine	Monitowoc				
9	1	Mixer	Hobart	H-600T			
10	2	Mixer	Welbelt	W-20			
11	1	Mixer	Hobart	A-120T			
12	1	Reach-in Cooler	Victory				
13	2	ElectricSlicer					
14	1	Tilting Skittle (Steamer)	Vulcan				
15		Trays (Meal Service)					
16	1	Tray Washer w/Booster	The Stero Company	SCT-76SC			
17	1	Walk-in Cooler					
18	1	Walk-in Cooler and Freezer					
19	1	Walk-in Coolers and Freezer Refrigeration Unit	Cold Zone	CZ6S3A			
20	3	Weight Scales					
21	7	Shelving Racks					
22	6	Bread Racks					
23	6	Baker Racks					
24	15	Portable Liquid Containers					
25	3	Food Tray Carts					
26	6	Flat Carts					
27	1	Serving Table					
28	7	Stainless Steel Tables					
29	1	Pallet Jack					
30	1	Combi Steamer	Blodgett				
31	4	Microwaves					
32	1	Soup Warmer					
33	1	Coffee Maker	Bunn				
34	1	Toaster					
35	1	Refrigerator	Frigidaire				
36	1	Cooler	TRUE				
37	1	Salad Bar and Food Warmer Combo					
38	2	2-drawer filing cabinet					Maintenance N/A

As of:9/13/2018

Appendix F-1
SFSD Owned Equipment Maintenance Record
County Jail # 2

Appendix F-1
CJ2 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:
39	1	4-drawer filing cabinet					Maintenance N/A
40	2	Bookcases					Maintenance N/A
41	2	Tables					Maintenance N/A
42	1	Desk					Maintenance N/A
43	4	Waste Baskets					Maintenance N/A

Maintenanace Inspection Completed By: SFSD STAFF _____ Aramark Staff: _____

Date of Completion: _____ Date of Next Maintenance Inspection: _____

Appendix F-2
SFSD Owned Equipment Maintenance Record
County Jail # 4

Appendix F-2
CJ4 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION*

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:
1	1	Basement Cooler					
2	1	Basement Cooler Condensing Unit					
3	1	Basement Freezer					
4	1	Basement Freezer Condensing Unit					
5	1	Chopper	OUT				
6	1	Convection Oven	MINITOWOC	MCOGS-10ESS			
7	1	Convection Oven	MINITOWOC	MCOGS-10ESS			
8	1	Double Convection Oven #1					
9	1	Double Convection Oven #2	VULCAN	VC4G0-SEFCAH			
10	1	Food Warmer	FEW	TS13			
11	1	Food Warmer	FEW	TS16			
12	1	Food Warmer					
13	1	Food Warmer					
14	1	Freezer Condensing Unit					
15	1	Garbage Disposal	IN SINK ERATOR	SS-75-28			
16	1	Griddle	JADE RANGE				
17	1	Hot Water Steam Kettle	LEGION UTENS.				
18	1	Ice Machine	SCOTSMAN	BH1100BB-A			
19	2	Microwave					
20	1	Mixer	HOBART	V-1401			
21	3	Slicer					
22	1	Steam Kettle	DOVER	1.-FT-40			
23	1	Steam Kettle	DOVER	1.-FT-60			
24	1	Steam Kettle	DOVER	1.-FT-60			
25	1	Steam Kettle	DOVER				
26		Trays (Meal Service)					
27	1	Tray Washer w/Booster	ESTERO COMP	SC-5-2-4			
28	1	Walk-in Cooler #1	BALLY CASE	3478-1			
29	1	Walk-in Cooler #2	BALLY CASE	3478-1			
30	1	Walk-in Cooler #3	RUSSELL	AA26-70B			
31	1	Walk-in Cooler #3 & 4 Refrigeration Compressor	COPELAND	EAVA021E-TAC-800			
32	1	Walk-in Cooler #4	RUSSELL	AA2670B			
33	1	Walk-in Freezer	BOHN	79516			
34	1	Dishwasher/Tray washer					

As of:9/13/2018

Appendix F-2
SFSD Owned Equipment Maintenance Record
County Jail # 4

Appendix F-2
CJ4 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:
35	1	4-Compartment steamer					
36	2	4-hole Mobile Floor Cart					
37	3	3-hole Mobile Floor Cart					
38	6	Shelving/Racks					
39	15	Tray Cart					
40	14	Dunnage Racks	Dunnage				
41	1	Toaster					
42	1	Superior coffee machine	Superior				
43	2	Grills					
44	6	Metal Tables on rollers					
45	1	Metal Table without rollers					
46	18	40 gallon garbage bin					
47	7	Meal Tray Stacker					
48	1	Metal stepladder with 3 steps					
49	1	Plastic step stool					
50	1	Refrigerator - 2 door					
51	1	Coffee Machine					
52	5	Metal 4-drawer filing cabinet					Maintenance N/A
53	2	Metal 2-drawer filing cabinet					Maintenance N/A
54	3	Executive chairs w/ arm rest					Maintenance N/A
55	2	Metal folding chair					Maintenance N/A
56	1	Metal 4-shelf bookcase					Maintenance N/A
57	2	Office desks, 1 metal and 1 wood					Maintenance N/A

Maintenanace Inspection Completed By: SFSD STAFF _____ Aramark Staff:

Date of Completion: _____ Date of Next Maintenance

As of:9/13/2018

Appendix F-3
SFSD Owned Equipment Maintenance Record
County Jail # 5

Appendix F-3
CJ5 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION*

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:
1	2	100 Gal Kettle	Hobart	KGL-100			
2	1	40 Gal Kettle Tilting	Hobart	KGL-40			Not working, Parts used to fix others
3	1	60 Gal Kettle	Hobart	KGL-60			
4	1	80 Gal Kettle	Hobart	KGL-80			
5	1	80 Qt Mixer	Hobart	M802C			
6	1	80 Qt Mixer	Hobart	M802			From Old CJ3, Need service to use
7	1	Buffalo Chopper	Hobart	84186C			not in use
8	1	Cold MakeUp Unit	Servolift Eastern	502-3N			
9	6	Convection Oven	Hobart	HGC502			#6 no heat
10	1	Cutter / Mixer	Hobart	HCM-450C			Broken lid
11	1	Dishmachine	Hobart	FT922BD			Need drain extension
12	1	Food Processor	Hobart	FP350			not in use
13	3	Griddle with 2 ovens	Jade	JSR-72G-3636			Gas smell
14	2	Heated Cabinet	BevLes	CS71-CVMP15-SB			one in ODR
15	2	Hot H2O Dispenser	FetCo	HWB-25			One not working
16	1	Hot MakeUp Unit	Servolift Eastern	501-U3			
17	1	Ice Machine	Scotman				
18	1	Refrigeration Unit for walkin boxes	Coldzone	Custom			
19	1	Roll-in Reefer	Victory	RISA-2D-S7			
20	1	Roll-in Reefer	Victory	RISA-1D-S7			
21	1	Scale	Hobart	15-2			
22	1	Slicer	Hobart	2912C			
23	1	Steamer	Cleveland	36PCGM300			Not working, long time
24		Tray (Meal Service)					100 trays must be kept in reserve at all times
25	1	Tray Conveyor	Gates				
26	5	Walkin Refrigeration Boxes	Kolpak	Custom			
27	49	Portable Carts					
28	9	Portable Racks					
29	3	Portable Work Tables					
30	2	Cooks Security Tool Lockers					
31	2	Coffee Maker	Bunn				
32	2	Metro C5 moblile food warmer					
33	1	3-door refrigerator	Victory				
34	2	Mobile Food Prep Station					

As of:9/13/2018

Appendix F-3
SFSD Owned Equipment Maintenance Record
County Jail # 5

Appendix F-3
CJ5 SFSD Owned Equpment Maintenance Record
ARAMARK MUST PERFORM A FACILITY WALK-THROUGH TO CONFIRM EQUIPMENT INVENTORY WITHIN 60 DAYS OF CONTRACT EXECUTION

Item:	Qty:	Description:	Mfg:	Model:	Maintenance Frequency:	Maintenance Date:	Note:

Maintenanace Inspection Completed By: SFSD STAFF _____ Aramark Staff: _____

Date of Completion: _____ Date of Next Maintenance Inspection: _____

APPENDIX G

Aramark Culinary Program Expectations

ARAMARK shall provide a comprehensive culinary program, including the ServSafe training and certification, ServSafe Managerial training and certification, and the CA Food Handler's Test for prisoners working in the jail kitchens and participating in jail educational programs. These programs will be coordinated through the jail educational program (Five Keys Charter School) and / or Five Keys post-release program, and include a job placement component.

1. Aramark shall provide Five Keys a formal outline and curriculum of a comprehensive prisoner culinary / vocational / ServSafe training program in Food Preparation and Basic Cooking.

2. This curriculum must be current and the industry standard for preparing individuals for state certification.

3. Aramark shall pay all expenses related to curriculum cost, including text material, testing fees and certification.

4. Aramark shall provide proctors for the all certification exams, and offer the exams for each group of students completing the courses.

5. Aramark's certification programs shall be coordinated and taught in conjunction with Five Keys Charter school's daily school schedule.

6. Aramark staff will coordinate scheduling of the classes with Five Keys, not to conflict with Five Keys daily schedule.

7. Aramark and Five Keys shall jointly provide instruction for this class with Five Keys as the lead agency and Aramark providing technical support and assistance to Five Keys instructors for implementing the curriculum.

8. Aramark staff shall be available at least one day per week to provide instructional assistance and technical support to Five Keys.

9. Aramark shall be responsible for providing instruction and implementing the practicum portion of the program.

10. Aramark shall be required to work closely with Five Keys Charter School Staff to meet State and Five Keys requirements to provide educational credits for the program.

11. Aramark shall maintain the program on a continual basis over the life of the contract.

12. Aramark must also include post release employment opportunities and referrals to prisoners who participate in the culinary/vocational training program.

Appendix H

Good Food Purchasing - Star Level 1

1 STAR GOOD FOOD PURCHASING PROGRAM VALUE CATEGORY TARGETS: EXAMPLE

The minimum requirement to become a Good Food Provider in the Good Food Purchasing Program is to earn 1 Star. The Program is structured to give institutions and their vendors the flexibility to make Good Food choices that are right for their budgets, clientele, and priorities. This document outlines the pathway to achieving 1 Star, but a vendor can source additional product at each level to earn up to 5 Stars in the Program. Appendix A details qualifying criteria by level for each of the value categories.

Meet the Baseline in Five Value Categories and Earn 1 Star (5-9 Points)

LOCAL ECONOMIES: Earn 1 Point

- ✓ 1 Point Level 1
  - 15% of all purchases are Level 1 Local Economies

ENVIRONMENTAL SUSTAINABILITY: Earn 1 Point

- ✓ 1 Point Level 1 – Choose One:
  - 15% of all purchases are Level 1 Environmentally Sustainable OR
  - Reduce carbon footprint and water footprint of meat, poultry, and cheese purchases by at least 4% per meal served from baseline year AND perform a food waste audit and implement at least two source reduction strategies that address most wasted food items identified in audit.

VALUED WORKFORCE: Earn 1 Point

- ✓ 1 Point Level 1
  - Comply with reporting requirements and vendor/supplier follow-up requirements AND
  - 5% of all purchases are Level 1 Valued Workforce

ANIMAL WELFARE: Earn 1 Point

- ✓ 1 Point Level 1 – Choose 1
  - 15% of meat, poultry, and dairy purchases are Level 1 Animal Welfare OR
  - Replace 15% of the total volume of *animal* products purchased with plant-based protein.

NUTRITION: Earn 1 Point

- ✓ 1 Point Level 1
  - Comply with 51-64.9% of items on Nutrition Checklist

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Appendix A: Qualifying Criteria for Good Food Purchasing Values

Table 1: Qualifying Criteria for Local Economies' Sources

Level 1 - Baseline	Level 2	Level 3[1]
Size: a. Produce: Very large scale operations (as per the USDA definition of farm size in the most recent USDA Census of Agriculture[2]) (>$5 million) b. Meat, Poultry, Eggs, Dairy, Seafood & Grocery Items: Very large scale operations (>$50 million)[3] AND ***Ownership:*** Family farm[4] or cooperatively owned (or owner-operated boats for seafood) AND ***Geographic Radius:*** Within 250 miles[5]	***Size:*** a. Produce: Large scale operations (Between $1 million and $5 million) b. Meat, Poultry, Eggs, Dairy, Seafood & Grocery Items: Large scale operations (Between $20 million and $50 million) AND ***Ownership:*** Family farm or cooperatively owned (or owner-operated boats for seafood) AND ***Geographic Radius:*** Within 250 miles[6]	***Size:*** a. Produce: Medium scale operations (<$1 million) b. Meat, Poultry, Eggs, Dairy, Seafood & Grocery Items: Medium scale operations (<$20 million) AND ***Ownership:*** Family farm or cooperatively (or owner-operated boats for seafood) AND ***Geographic Radius:*** Within 250 miles[7]

[1] For single and multi-ingredient products, with at least 50% of ingredients sourced from a family or cooperatively-owned medium scale operation within 250 miles, greater credit is given for full supply chain participation at Level 3. Points are weighted as follows:

- 100% credit if source farm meets Level 3 criteria..
- 66% credit if processor or shipper AND distributor, but NOT source farm, meet Level 3 criteria.
- 33% credit if processor or shipper OR distributor, but NOT source farm, meet Level 3 criteria.

[2] United States Department of Agriculture (January 2015). "2012 Census of Agriculture: Farm Typology. https://www.agcensus.usda.gov/Publications/2012/Online_Resources/Typology/typology13.pdf

[3] Size ranges for meat, poultry, eggs, dairy, seafood, and grocery items are based off of internal analysis of suppliers and align with Real Food Challenge's definitions.

[4] As defined by the USDA, a majority of the business is owned by the operator and individuals related to the operator. https://www.ers.usda.gov/topics/farm-economy/farm-household-well-being/glossary.aspx#familyfarm

[5] Note: this radius is 500 miles for meat

[6] Note: this radius is 500 miles for meat

[7] Note: this radius is 500 miles for meat

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Table 2: Qualifying Criteria for Environmentally Sustainable Source

Level 1 – Baseline	Level 2	Level 3
Fruits & Vegetables	***Fruits & Vegetables***	***Fruits & Vegetables***
Distributor provides grower signed affidavit verifying that produce has been grown without the use of pesticides listed as prohibited for fresh produce by Whole Food's Responsibly Grown program and all neonicotinoids and affidavit is accompanied by a site visit from institution or community partner; or	Protected Harvest certified; or	USDA Organic; or
Gold certified under ANSI/LEO-4000 the American National Standard for Sustainable Agriculture by Leonardo Academy	Food Alliance certified; or	Demeter Certified Biodynamic; or
	Rain Forest Alliance certified; or	Produce grown in a farm or garden at the institution using organic practices
	Enrolled in Whole Foods Responsibly Grown program; or	
	Platinum certified under ANSI/LEO-4000 the American National Standard for Sustainable Agriculture by Leonardo Academy; or	
	USDA Transitional Organic Standard; or	
	Sustainably Grown certified; or	
	Salmon Safe; or	
	LEAF (Linking Environment and Farming)	
Milk & Dairy	***Milk & Dairy***	***Milk & Dairy***
AGA Grassfed	Animal Welfare Approved; or	USDA Organic
	Food Alliance Certified	
Poultry	***Poultry***	***Poultry***
	Animal Welfare Approved; or	USDA Organic
	Food Alliance Certified	
Eggs	***Eggs***	***Eggs***
Certified Humane Raised and Handled	Animal Welfare Approved; or	USDA Organic
	Food Alliance Certified	
Meat	***Meat***	***Meat***
AGA Grassfed	Animal Welfare Approved; or	USDA Organic
	Food Alliance Certified; or	

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	Grasslands Alliance Standard	
Fish (Wild)	***Fish (Wild)***	***Fish (Wild)***
No seafood purchased listed as "Avoid" in the Monterey Bay Aquarium's Seafood Watch Guide	Fish listed as "Best" choice in Monterey Bay Aquarium's Seafood Watch Guide	Marine Stewardship Council certified, paired with the MSC Chain of Custody Certification
Fish (Farm-Raised)	***Fish (Farm-Raised)***	***Fish (Farm-Raised)***
No fish purchased listed as "Avoid" in the Monterey Bay Aquarium's Seafood Watch Guide	Fish listed as "Best" choice in Monterey Bay Aquarium's Seafood Watch Guide[8]	
Grains	***Grains***	***Grains***
Pesticide-free	Food Alliance Certified	USDA Organic; or
		Demeter Certified Biodynamic

[8] Other certifications for farm-raised fish may be accepted on a species-by-species basis, if endorsed by Seafood Watch.

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Table 3: Qualifying Criteria for Valued Workforce Sources

Level 1 – Baseline	Level 2	Level 3[9], [10]
Vendor and Suppliers*: • Have a social responsibility policy, which includes: (1) union or non-poverty wages; (2) respect for freedom of association and collective bargaining; (3) safe and healthy working conditions; (4) proactive policy on preventing sexual harassment and assault, (5) prohibition of child labor, as defined by the International Labour Organization (ILO)[11] and at least one additional employment benefit such as: (6) employer-paid health insurance (7) paid sick days; (8) profit-sharing with all employees; or Vendor and Suppliers*: • Post information about their participation in the Good Food Purchasing Program in workplaces and in the primary languages spoken by the employees; or • Partner with local trade union and/or independent, representative worker organizations to conduct periodic mandatory,	Vendor and Supplier • Are Food Justice-Certified by the Agricultural Justice Project; or • Are certified by the Equitable Food Initiative	Vendor and Supplier • Have a union contract with their employees[12]; or • Are a worker cooperative[13]

[9] Greater credit is given for full supply chain participation at Level 3. An institution receives 3 points for every 5% increment of product sourced from Level 3 farms, and 3 points for every 15% increment of product sourced from Level 3 processors or distributors (percentages determined related to availability of Level 3 product in sectors of the supply chain). Points are weighted as follows:

- 100% credit if source farm, AND processor or shipper, AND distributor meet Level 3 criteria.
- 66% credit if two of three companies meet Level 3 criteria.
- 33% credit if one of three companies meets Level 3 criteria.

[10] Criteria used to identify voluntary third party certification programs at Level 3 include: adherence to all ILO Fundamental Principles and Rights at Work; a fair wage that at a minimum reaches the prevailing industry wage and charts progress toward a living wage; safe and healthy workplaces for workers; inclusion of independent worker organizations at all stages of standard-setting, monitoring and enforcement, and remediation; a confidential complaint reporting and resolution mechanism with a strictly enforced no-retaliation policy; mandatory worker rights training on the clock, implemented with independent worker organization; regular announced and unannounced audits by well-trained auditors that include secure interviews with a broad swath of workers, and findings that are made available to workers; and a focus on enforcement, with binding legal agreements that ensure real consequence for non-compliance and clear, time-bound plans to remedy violations. If the Center determines that a supplier is not compliant with the standards established by the third-party certification program, the supplier will not receive credit for their participation in the certification program.

[11] http://ilo.org/ipec/facts/lang--en/index.htm.

[12] Unions cannot be controlled or backed by government or the employer

[13] As defined by United States Federation of Worker Cooperatives: Worker cooperatives are business entities that are owned and controlled by their members, the people who work in them. All cooperatives operate in accordance with the Cooperative Principles and Values. The two central characteristics of worker cooperatives are: (1) worker-members invest in and own the business together, and it distributes surplus to them and (2) decision-making is democratic, adhering to the general principle of one member-one vote.

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accessible, in-depth worker education training at the worksite and on the clock about their rights and ensure they know what their company has committed as a vendor of a Good Food Purchasing Program participant; or • Are certified by Fair for Life; or • Are certified by Fairtrade America (Fairtrade International FLO); or • Are certified by Fairtrade USA		
Food items from suppliers that meet any of the following criteria will be disqualified from being counted for points in all value categories: o Use of slave or forced labor; o Pattern of serious, willful, repeated, and/or pervasive labor violations over the last three years; o Use of child labor[14]		

[14] Federal and/or state law defines child labor for the supplier's industry and location. When federal and state rules are different, the rules that provide the most protection apply. For international products, child labor is defined by the ILO standard.

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Table 4: Qualifying Criteria for Higher-Welfare Animal Products

	LEVEL 1	LEVEL 2	LEVEL 3
DAIRY	- Certified Humane; or - USDA Organic[15]	- PCO 100% Grassfed	- Animal Welfare Approved
EGGS[16]	- USDA Organic[17]; or - Certified Humane Cage Free; or - GAP Step 1, GAP Step 2	-Certified Humane Free Range; or - American Humane Certified Pasture Raised[18]; or - GAP Step 3	- Animal Welfare Approved; or - Certified Humane Pasture Raised; or - GAP Step 4, 5, 5+
POULTRY	- USDA Organic[19]; or - GAP[20] Step 2, 3; or - Certified Humane	- Certified Humane Free Range[21]	- GAP Step 4, 5, 5+; or - Animal Welfare Approved
BEEF	- GAP Step 1,2; or - AGA; or - USDA Organic[22]; or - Certified Humane	- PCO 100% Grassfed	- GAP Step 4, 5, 5+; or - Animal Welfare Approved; or - Certified Grassfed by AGW
PORK	- USDA Organic[23]; or - Certified Humane; or - GAP Step 1, 2	- GAP Step 3	- Animal Welfare Approved; or - GAP Step 4, 5, 5+
FISH[24]			

15 USDA Certified Organic will qualify for Level 2 if proposed animal welfare requirements are adopted.
16 AHA cage-free standards were excluded because AHA's points-based system allows egg facilities to pass an audit (at 85%) without meeting a number of basic welfare standards.
17 USDA Certified Organic will qualify for Level 2 if proposed animal welfare requirements are adopted..
18 Because American Humane Certified does not have a set of "Core Criteria" that all certified producers must meet, full audit results must be submitted to the Center to verify that the farm meets all Core Criteria for a product to meet Level 2.
19 USDA Certified Organic will qualify for Level 2 if proposed animal welfare requirements are adopted.
20 GAP Step 1 may be added to Level 1 upon the adoption of requirements for enrichments and for slower-growing chicken strains at Step 1.
21 Certified Humane Free Range, despite being pasture-based, is in Level 2 because unlike those in Level 3, it does not require slower-growth genetics.
22 USDA Certified Organic will qualify for Level 2 if proposed animal welfare requirements are adopted.
23 USDA Certified Organic will qualify for Level 2 if proposed animal welfare requirements are adopted.
24 Standards for farm raised fish are in development and will be added to the Good Food Purchasing Standards as soon as possible.

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Table 5: Nutrition Checklist

High Priority (Worth two checks per item met)	
Healthy Procurement	
1	Increase the amount of whole or minimally processed foods purchased by 5% from baseline year, with a 25% increase goal within 5 years.[25]
2	If meat is offered, reduce purchase of red and processed meat by 5% from baseline year, with a 25% reduction goal within 5 years.[26,27]
3	Fruits, vegetables, and whole grains account for at least 50% of total food purchases by volume.[28]
4	All individual food items contain ≤ 480 mg sodium per serving[29]. Purchase "low-sodium" (≤ 140 mg sodium per serving) whenever possible.
5	Added sugars (including natural and artificial sweeteners) in purchased food items should be no more than 10% of Daily Value per serving (DV is 50g). Or, commit to implementing an added sugar reduction plan in overall food and beverage purchases.
Healthy Food Service Environment	
6	Healthy beverages account for 100% of beverage options offered, and diet drinks containing artificial sweeteners are eliminated. If healthy beverages account for at least 50% of beverage options offered, one check will be earned.[30]
7	Offer free drinking water at all meals, preferably cold tap water in at least a 4 ounce cup.
8	Offer plant-based main dishes at each meal service.[31]
Health Equity	

[25] See Appendix C for definitions for whole/minimally processed, processed, and ultraprocessed (Source: San Diego County Department of Public Health Eat Well Standards).

[26] Processed meats include any meat preserved by curing, salting, smoking, or have other chemical preservation additives. If processed meats are offered, recommend using only products with no more than 480mg of sodium per 2 oz.

[27] One strategy to reduce red and processed meat purchases is to limit portion sizes based on current US Dietary Guidelines. Average per-meal amount for meat, poultry and eggs for a 2000 calorie diet is 1.9 oz. (The range for a 1000-2200 calorie diet is .7-2 oz per meal). See the USDA Food Patterns: Healthy U.S.-Style Eating Pattern for more information.

[28] Grain-based foods are considered whole grain when the first ingredient listed on the ingredient list is a whole grain. Whole grain ingredients include brown rice, buckwheat, bulgur, millet, oatmeal, quinoa, rolled oats, whole-grain barley, whole-grain corn, whole-grain sorghum, whole-grain triticale, whole oats, whole rye, whole wheat, and wild rice.

[29] With the exception of the following foods:

Sodium Standards for Purchased Food

- Canned and frozen seafood: ≤ 290 mg sodium per serving;
- Canned and frozen poultry: ≤ 290 mg sodium per serving;
- Sliced sandwich bread: ≤ 180 mg sodium per serving;
- Baked goods (e.g. dinner rolls, muffins, bagels, tortillas): ≤ 290 mg sodium per serving;
- Cereal: ≤ 215 mg sodium per serving;
- Canned or frozen vegetables: ≤ 290 mg sodium per serving;
- *Recommend* "reduced" sodium (per FDA definition) sauce and other condiments;
- *Recommend* purchasing cheese: ≤ 215 mg sodium per serving

[30] Health Care Without Harm *Healthy Beverage Defined: Water (filtered tap, unsweetened, seltzer or infused); 100 percent fruit juice (optimal 4oz serving); 100% vegetable juice (optimal sodium less than 140 mg); Milk (unflavored); Non-dairy milk alternatives (plain, unsweetened); Teas and Coffee (unsweetened with only naturally occurring caffeine). To the best possible ability, beverages should be dispensed by tap or fountain AND reusable beverage containers should be encouraged.

[31] Recommend plant-based main dishes to include fruits, vegetables, beans and/or legumes.

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9	Institution actively supports or sponsors initiatives that directly expand access to healthy food for low-income residents or communities of color.[32] Examples of qualifying initiatives: • Support at least one neighborhood-based community food project that expands access to healthy food for low-income residents such as a procurement agreement with a corner store that carries healthy food in a low-income census tract, a low-cost Community Supported Agriculture program dedicated to serving low-income families, or a farmer's market located in a low-income census tract that accepts EBT.
Standard Priority (Worth one check per item met)	
Healthy Procurement	
10	All juice purchased is 100% fruit juice with no added sweeteners and vegetable juice is Low Sodium as per FDA definitions. All 100% fruit and vegetable juice single serving containers are <12 ounces for adults and children aged 7-18, and <6 ounces for children aged 1-6.[33]
11	If dairy products are offered, purchase Fat-Free, Low-Fat or reduced fat dairy products, with no added sweeteners (including natural and artificial sweeteners).[34]
12	All pre-packaged food has zero grams trans fat per serving and does not list partially hydrogenated oils on the ingredients list (as labeled).
13	At least 50% of grain products purchased are whole grain rich.[35]
14	Offer at least one salad dressing option that is a low-sodium, low-calorie, low-fat creamy salad dressing.[36] Offer olive oil and vinegar (e.g., balsamic, red wine) at each meal service.
Healthy Food Preparation	
15	Eliminate the use of hydrogenated and partially hydrogenated oils for cooking and baking. Eliminate the use of deep frying and eliminate use of frozen or prepared items that are deep fried upon purchase.
16	Prioritize the preparation of all vegetables and protein, including fish, poultry, meat, or meat alternatives in a way that utilizes vegetable-based oils or reduces added fat (broiling, grilling, baking, poaching, roasting, or steaming).
Healthy Food Service Environment	
17	If applicable, combination meals that serve an entrée, side option, and beverage offer water as a beverage alternative[37] AND offer fresh fruit or a non-fried vegetable prepared without fat or oil as a side option.
18	Adopt one or more product placement strategies such as: - Prominently feature fruit and/or non-fried vegetables in high-visibility locations. - Display healthy beverages in eye level sections of beverage cases (if applicable). - Remove candy bars, cookies, chips and beverages with added sugars (such as soda, sports and energy drinks) from checkout register areas/point-of-purchase (if applicable).
19	Healthy food and beverage items are priced competitively with non-healthy alternatives.
20	Adopt one or more marketing/promotion/signage strategies, such as: - Highlight fruit with no-added sweeteners and non-fried vegetable offerings with signage.

32 Food or monetary donations for charitable causes do not count..

33 Low Sodium is 140 mg or less per RACC.

34 Fat-Free is 0.5g or less per RACC: Low-Fat is 3 g or less per RACC and per 50g if RACC is small (<30g); Reduced fat is 25% less fat per RACC when compared to the original food: Low Sodium is 140 mg or less per RACC and per 50g if RACC is small (<30g).

35 Grain-based foods are considered whole grain when the first ingredient listed on the ingredient list is a whole grain. Whole grain ingredients include brown rice, buckwheat, bulgur, millet, oatmeal, quinoa, rolled oats, whole-grain barley, whole-grain corn, whole-grain sorghum, whole-grain triticale, whole oats, whole rye, whole wheat, and wild rice. ; 3 grams or more of fiber/serving

36 Low-Fat is 3 g or less per RACC and per 50g if RACC is small (<30g); Low Sodium is 140 mg or less per RACC and per 50g if RACC is small (<30g); Low Calorie is 40 calories or less per RACC and per 50g if RACC is small (<30g).

37 A cup/glass of chilled tap water is prioritized and water in recyclable bottle is a secondary substitute to be avoided if possible for environmental considerations

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Extra Points	
1	**MENU LABELING** Menu lists the nutritional information for each item using the federal menu labeling requirements under the Patient Protection and Affordable Care Act of 2010 as a guide.
2	**PORTION CONTROL** Adopt one or more portion control strategies, if applicable. (e.g. Utilize 10" or smaller plates for all meals; make available reduced-size portions of at least 25% of menu items offered; offer reduced-size portions at a lower price than regular sized portions, eliminate trays from lines).[38]
3	**CULTURALLY APPROPRIATE MENUS** Offer menu items that are culturally appropriate for institution's demographic composition. Institution should submit menus with ingredient lists for culturally appropriate items.
4	**NUTRITION & FOOD SYSTEMS EDUCATION** For K-12 institutions: Institution implements nutrition education programming. Examples of qualifying initiatives include: • Interactive/educational garden program • District-wide required nutrition curriculum • Farm/processing site visits to regional producers
5	**WORKSITE WELLNESS** Develop and implement a worksite wellness program for employees and/or patrons that includes nutrition education.
6	**HEALTHY VENDING** Adopt a healthy vending machine policy for machines at all locations, using the Federal Food Service Guidelines or a higher standard.[39]

[38] Reduced-sized portions are at least 1/3 smaller than the full-size item and are offered in addition to the full-size versions.
[39] Food Service Guidelines for Federal Facilities
https://www.cdc.gov/obesity/downloads/guidelines_for_federal_concessions_and_vending_operations.pdf, pages 13–14.

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FORM 3: CMD COMPLIANCE AFFIDAVIT

1. I will ensure that my firm complies fully with the provisions of Chapter 14B of the San Francisco Administrative Code and its implementing Rules and Regulations and attest to the truth and accuracy of all information provided regarding such compliance.

2. Upon request, I will provide the CMD with copies of contracts, subcontract agreements, certified payroll records and other documents requested so the HRC and CMD (as applicable) may investigate claims of discrimination or non-compliance with either Chapter 12B or Chapter 14B.

3. I acknowledge and agree that any monetary penalty assessed against my firm by the Director of the Contract Monitoring Division shall be payable to the City and County of San Francisco upon demand. I further acknowledge and agree that any monetary penalty assessed may be withheld from any monies due to my firm on any contract with the City and County of San Francisco.

4. I declare and swear under penalty of perjury under the laws of the State of California that the foregoing statements are true and correct and accurately reflect my intentions.

Signature of Owner/Authorized Representative:	
Owner/Authorized Representative (Print)	Tim Barttrum
Name of Firm (Print)	Aramark Correctional Services, LLC
Title and Position	Vice President Business Development
Address, City, ZIP	1101 Market St, Philadelphia, PA 19107
Federal Employer Identification Number (FEIN):	23-2778485
Date:	2/5/2018

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/10/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
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c/o 26 Century Blvd
P.O. Box 305191
Nashville, TN 372305191 USA

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PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378
E-MAIL ADDRESS: certificates@willis.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: ACE American Insurance Company	22667
INSURER B: Indemnity Insurance Company of North Ameri	43575
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
Aramark Correctional Services, LLC
Aramark Services, Inc. Its Divisions & Subsidiaries
Aramark Tower
1101 Market Street, 30th Floor
Philadelphia, PA 19107 USA

COVERAGES CERTIFICATE NUMBER: W7443272 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Liquor Liability X Vendors Liability GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:			HDO G27867340	10/01/2017	10/01/2018	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 5,000,000 $ Included $ 5,000 $ 5,000,000 $ Unlimited $ Unlimited $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY X Self Insured SCHEDULED AUTOS NON-OWNED AUTOS ONLY X For APD			ISA H09060625	10/01/2017	10/01/2018	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 5,000,000 $ $ $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE $	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WLR C6441267A	10/01/2017	10/01/2018	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 5,000,000 $ 5,000,000 $ 5,000,000
A	Worker's Compensation-CA, MA, AZ Empl Liability Per Statute			WLR C64412668	10/01/2017	10/01/2018	E.L. Each Accident: E.L. Disease-Pol Lim: E.L. Disease-Ea Empl:	$5,000,000 $5,000,000 $5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

General Liability and Auto Liability policies are non-cancellable. Workers' Compensation notices of cancellation are in accordance with each state law. Products/Completed Operations and Contractual Liability are included under General Liability.

SEE ATTACHED

CERTIFICATE HOLDER

San Francisco Sheriff's Department
Financial Service
Attn: Henry Gong
1 Dr. Carlton B. Goodlett Place
Room 456, City Hall
San Francisco, CA 94102-4676

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____

ACORD ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Willis of Pennsylvania, Inc.		Aramark Correctional Services, LLC Aramark Services, Inc. Its Divisions & Subsidiaries Aramark Tower 1101 Market Street, 30th Floor Philadelphia, PA 19107 USA
POLICY NUMBER See Page 1		
CARRIER See Page 1	NAIC CODE See Page 1	EFFECTIVE DATE: See Page 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

The City and County of San Francisco, its Officers, Agents, and Employees are included as Additional Insureds per policy terms & conditions.

Above insurance is Primary and Non-Contributory to any other insurance as respects the liability arising out of ARAMARK's negligent act or omission.

Waiver of Subrogation is provided in favor of Additional Insureds with respects to Workers Compensation per policy terms & conditions as permitted by law.

INSURER AFFORDING COVERAGE: ACE American Insurance Company NAIC#: 22667

POLICY NUMBER: SCF C64412681 EFF DATE: 10/01/2017 EXP DATE: 10/01/2018

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Worker's Compensation - WI	E.L. Each Accident:	$5,000,000
Empl Liability	E.L. Disease-Pol Lim:	$5,000,000
Per Statute	E.L. Disease-Ea Empl:	$5,000,000

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ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

Named Insured Aramark Services, Inc.			Endorsement Number 12
Policy Symbol HDO	Policy Number G27867340	Policy Period 10/01/2017 TO 10/01/2018	Effective Date of Endorsement 10/01/2017
Issued By (Name of Insurance Company) ACE American Insurance Company			

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

THIS ENDORSEMENT MODIFIES INSURANCE PROVIDED UNDER THE FOLLOWING:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name of Person or Organization

1) Any person, organization or entity for whose protection and benefit the Named Insured has or shall have, by contract or agreement, agreed to procure liability insurance; or

2) Any person, organization or entity designated as an additional insured by a Certificate of Insurance.

WHO IS AN INSURED (Section II) is amended to include as an additional insured the person, organization or entity shown in the Schedule above, but only with respect to liability arising out of the Named Insured's operations or work performed by the Named Insured or others acting on the Named Insured's behalf, or premises owned, managed or controlled by or rented to the Named Insured.

With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Additionally, the coverage provided to the additional insured shall not exceed, and is limited by, the scope of coverage that the Named Insured has agreed by contract or agreement to procure for the Additional Insured.

This endorsement is issued by the Company designated in the Declarations.

All other provisions of the policy remain unchanged.

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AUTOMATIC ADDITIONAL INSURED ENDORSEMENT

Named Insured Aramark Services, Inc.			Endorsement Number 7
Policy Symbol ISA	Policy Number H09060625	Policy Period 10/01/2017 TO 10/01/2018	Effective Date of Endorsement 10/01/2017
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

SECTION II - LIABILITY COVERAGE, WHO IS AN INSURED is amended to include as an "insured" any person or organization you are required in a written contract or agreement to name as an Additional Insured on your policy but only for "bodily injury" or "property damage" to which this insurance applies if the "accident" is caused by:

1. You, while using a covered "auto" or
2. Any other person, while using a covered "auto" with your permission.

The insurance provided by this endorsement shall be subject to the following additional condition:

1. The Limit of Insurance provided for the Additional Insured shall not be greater than those required by contract and, in no event, shall the policy Limits of Insurance be increased by the contract.

2. All insuring agreements, exclusions, terms and conditions of the policy shall apply to the coverage (s) provided to the Additional Insured, and such coverage shall not be enlarged or expanded by reason of the contract.

3. Coverage provided by this endorsement shall be excess over any other valid and collectible insurance available to the Additional Insured (s) whether primary, excess, contingent or on any other basis unless the contract specifically requires that this insurance be primary or you request that it apply on a primary basis prior to loss.

Paul Kimball, Underwriter
Authorized Representative

Workers' Compensation and Employers' Liability Policy

Named Insured ARAMARK SERVICES, INC. 1101 MARKET STREET GLOBAL RISK MANAGEMENT 30TH FLOOR	Endorsement Number Policy Number Symbol: WLR Number: C64412668
Policy Period 10-01-2017 TO 10-01-2018	Effective Date of Endorsement 10-01-2017
Issued By (Name of Insurance Company) ACE AMERICAN INSURANCE COMPANY	
Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.	

CALIFORNIA WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement applies only to the insurance provided by the policy because California is shown in Item 3.A. of the Information Page.

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule, but this waiver applies only with respect to bodily injury arising out of the operations described in the Schedule, where you are required by a written contract to obtain this waiver from us.

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

Schedule

1. ( ) Specific Waiver
   Name of person or organization:

   (X) Blanket Waiver
   Any person or organization for whom the Named Insured has agreed by written contract to furnish this waiver.

2. Operations:

ALL OPERATIONS CONDUCTED BY AN INSURED PURSUANT TO SUCH WRITTEN CONTRACT

3. Premium:

   The premium charge for this endorsement shall be 2.0 percent of the California premium developed on payroll in connection with work performed for the above person(s) or organization(s) arising out of the operations described.

4. Minimum Premium : 30

Authorized Agent

OFFICE OF THE SHERIFF
CITY AND COUNTY OF SAN FRANCISCO

1 DR. CARLTON B. GOODLETT PLACE
ROOM 456, CITY HALL
SAN FRANCISCO, CALIFORNIA 94102

VICKI L. HENNESSY
SHERIFF

September 14, 2018
Reference: CFO 2018-031

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2018 SEP 14 AM 9:53
BY

Angela Calvillo, Clerk of the Board
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689

Re: Contract with Aramark Correctional Services, LLC. for jail food services

Dear Ms. Calvillo,

Attached please find a proposed resolution for review and approval by the Board of Supervisors.

The resolution authorizes a contract for operating the Sheriff's Jail Food Service between Aramark Correctional Services, Inc. and the City and County of San Francisco, acting by and through the Sheriff's Department.

The following is a list of accompanying documents:

- Proposed Resolution (1 hard copy and 1 electronic copy)
- Final Draft of the Aramark Contract (1 hard copy and 1 electronic copy)
- CMD Nondiscrimination Affidavit
- Certificate of Insurance

Phone: 415 554-7225 Fax: 415 554-7050
Website: sfsheriff.com Email: sheriff@sfgov.org

- Prop-J Contracting for Food Service at County Jails – FY 2019-20
- RFP SHF2018-01
- Notice of Intent to Award: RFP SHF2019-01
- Ethics Form SFEC-126 – BOS
- Ethics Form SFEC-126 - Mayor

Please contact Henry Gong at (415) 554-7241 if you require more information.

Sincerely,

Crispin Hollings
Chief Financial Officer

Phone: 415 554-7225 Fax: 415 554-7050
Website: sfsheriff.com Email: sheriff@sfgov.org

City and County of San Francisco

Request for Proposals for

RFP #SHF2018-01
Jail Food Service

Date issued:	Friday, January 5, 2018
Pre-proposal conference:	Friday, January 19, 2018; 9:00 a.m. (PST)
Proposal due:	Wednesday, January 31, 2018; 4:00 p.m. (PST)

Request for Proposals for Jail Food Service

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V. Pre-proposal conference and Contract award 43

VI. Terms and Conditions for Receipt of Proposals 45

VII. Contract Requirements 52

VIII. Protest Procedures 54

Appendices:

A. Standard and Supplemental Forms: Listing and Internet addresses of Forms related to Taxpayer Identification Number and Certification, to Business Tax Declaration, and to Chapters 12B and 12C, and 14B of the S.F. Administrative Code.

B Agreement for Professional Services (form P-600) - separate document

C Exhibits: 1 through 6 - separate document

D Jail Clearance Policy

E Reference Form

F Reference Check (*for reference only; does not required to be submitted with proposal)

G Price Proposal Form – separate document

Request for Proposals for

RFP #SHF2018-01
Jail Food Service

I. Introduction and Schedule

A. General

The City and County of San Francisco Sheriff's Department ("SFSD") seeks responses from qualified Contractors, to a Request for Proposal ("RFP") to deliver quality food service to the SFSD County jails, while maintaining or exceeding the established nutritional and health standards included in the State of California Board of State and Community Corrections ("BSCC") Title 15 Minimum Standards for Local Detention Facilities on food service standards and to meet the Good Food Purchasing Program requirements. In addition, Contractor must provide a comprehensive culinary program, including Servsafe training and certification, for inmates working in the jail kitchens and participating in jail educational programs. This program will be coordinated through the jail education program (Five Keys Charter School) and/or Five Keys' post-release program, and shall make a good faith effort to assist with job placement opportunities. The Contractor must work with the SFSD and Good Food Purchasing to complete a baseline assessment within 12-months of contract execution and must comply with at least the Good Food Purchaser 1 Star level per APPENDIX C, Exhibit 6.

The contract shall have an original term of five (5) years. The term of the contract is the period from award execution date, approximately July 1, 2018, through the last day of the month of a sixty (60) consecutive month period. In addition, the City shall have two (2) options to extend the term for a period of one year each, which the City may exercise in its sole, absolute discretion. The maximum contract period shall not be more than seven (7) years.

The contract total compensation for the original period is expected to not exceed $20,000,000. Should the contract be extended, the annual compensation will increase at a rate similar to the per year costs of the original term. Proposers may submit proposals with greater or lesser value, and cost and reasonableness of rates will be considered as part of the evaluation.

B. Schedule

The anticipated schedule for selecting a consultant is:

Proposal Phase	Date
RFP is issued by the City	Friday, January 5, 2018
Mandatory Pre-proposal conference and Jail Tour	Friday, January 19, 2018; 9:00 a.m. (PST)

Deadline for submission of written questions or requests for clarification	Tuesday, January 23, 2018; 12:00 p.m (PST)
Proposals due	Wednesday, January 31, 2018; 4:00 p.m. (PST)
Oral interview with firms selected for further consideration	Monday, February 16, 2018; 9:00 a.m. (PST)

C. Contractors Unable to do Business with the City

1. Generally

Contractors that do not comply with laws set forth in San Francisco's Municipal Codes may be unable to enter into a contract with the City. Some of the laws are included in this RFP, or in the sample terms and conditions attached.

2. Companies Headquartered in Certain States

This Contract is subject to the requirements of Administrative Code Chapter 12X, which prohibits the City from entering into contracts with companies headquartered in states with laws that perpetuate discrimination against LGBT populations or where any or all of the work on the contract will be performed in any of those states. Proposers are hereby advised that Proposers which have their United States headquarters in a state on the Covered State List, as that term is defined in Administrative Code Section 12X.3, or where any or all of the work on the contract will be performed in a state on the Covered State List may not enter into contracts with the City. A list of states on the Covered State List is available at the website of the City Administrator.

II. Scope of Work

The Scope of Work is to be used as a general guide and is not intended to be a complete list of all work necessary to complete the project.

The following are work tasks assumed necessary to provide inmate and staff meals, and related services, for all San Francisco City and County Jails. Proposing teams may suggest a modified scope as part of their proposal. Further, all work, materials, and services not expressly called for, but may be necessary for the complete and proper performance of the work, shall be performed or furnished by the Contractor.

The City and County of San Francisco Sheriff's Department ("SFSD") operates five (5) jail housing facilities and one (1) jail intake and release facility. Currently, County Jail# 3 and County Jail# 6 (CJ#6) are closed due to infrastructure concerns. Kitchens are located in three (3) of the jail facilities, County Jail#2 (CJ#2), County Jail#4 (CJ#4), and County Jail#5 (CJ#5). The kitchen at CJ#2 is currently in disrepair and closed, but could resume operation when County Jail #4 is closed.

The locations, inmate population capacities, authorized staffing levels and meal service times for inmates and staff are listed in APPENDIX C, Exhibit 1. The number of meals served by location is listed in APPENDIX C, Exhibit 2 A - Inmate Meals and Exhibit 2 B - Staff Meals. The numbers of meals listed are based on an average of meals billed in fiscal year 2016-2017. You will find the estimated special/therapeutic meal count for twelve months on APPENDIX C, Exhibit 2 C. This count is included in the total Inmate Meal Count from Exhibit 2 A.

The Contractor must comply with the State of California Board of State and Community Corrections (BSCC), Title 15, Minimum Standards for Local Detention Facilities as detailed in APPENDIX C Exhibit 3, Article 12. Food - Sections 1240 to 1248.

A. Daily Meal Production Requirements

1. The Contractor will provide the number and type of meals listed in APPENDIX C, Exhibit 2 A,B,C, by each jail kitchen site. (Please Note: During the life of the contract, it is expected that County Jail #4 may close and County Jail #2 kitchen may be renovated and operational as a replacement. Additionally, it is anticipated that County Jail #6 may open and have its meals prepared in the County Jail #5 kitchen).

B. Staff Dinning

Please Note: <u>Staff meals may be an initial requirement of the contract, but may be revised or rescinded by SFSD at any time due to changes in the Deputy Sheriffs' Association (DSA) and the Managers and Supervisory Agency (MSA) Memorandums Of Understanding with the City.</u>

1. The Contractor will provide a minimum of one meal per shift for staff assigned to jail facilities that operate with three (3) eight (8) hour shifts. The menu will provide a variety of cold and hot meals during a six-week cycle.
2. The Contractor will provide a minimum of one meal and a maximum of two meals for staff assigned to jail facilities that operate with two (2) twelve (12) hour shifts. The menu will provide a variety of cold and hot meals during a six week cycle.

3. **Coffee Service**. The Contractor will provide coffee service in the following locations: County Jail# 1 breakroom, Custody Operations Division , County Jail# 2 ODR, County Jail# 4 ODR, County Jail# 5 ODR, and Training Unit at the San Bruno Facility. (Please Note: In the event County Jail #4 is closed, staff coffee service would no longer be needed. In the event County Jail #6 is opened, staff coffee service will be required).
    a. **Coffee Machines and Coffee**. Contractor shall provide coffee machines at each designated location and a predetermined monthly allotment of caffeinated and decaffeinated coffee to accommodate the staff count per RFP Section II. B. 3. d. The coffee machines will provide hot water on demand for single serve teas and decaf coffee and will require plumbing to the facilities water supply. A manual, pour-in, coffee machine will be provided as an option for locations that cannot accommodate a machine that requires a fixed water supply.
    b. **Supplies**. Contractor shall provide coffee supplies that include, at the minimum, coffee, paper cups, stir sticks, sugar and creamer.
        i. Contractor shall monitor the coffee supply inventory of coffee, cups, stir sticks, sugar, and creamer to ensure supplies are always stocked to meet the Staff Count per RFP Section II. B. 3. d.
        ii. All disposable food service ware (cups, napkins, spoons, stir sticks) provided by Contractor shall use biodegradable/compostable or recyclable products to comply with paragraph 59, titled, Food Service Waste Reduction Requirements, of the City and County of San Francisco's Professional Service Agreement (P-600), as detailed in APPENDIX B.
    c. **Maintenance and Repair**. Contractor shall provide monthly maintenance of the coffee machines to ensure they are operating properly. Contractor will replace an inoperable coffee machine within twenty-four (24) hours following notification from SFSD Command Staff.
    d. **Staff Count**. Contractor will provide coffee to meet the demands of the following Sheriff's staff counts:
        i. County Jail #1 (CJ1) – 41 staff
        ii. Custody Operations Division (COD) – 21 staff
        iii. County Jail #2 (CJ2) – 52 staff
        iv. County Jail #4 (CJ4) – 33 staff
        v. County Jail #5 (CJ5) – 102 staff
        vi. Training Unit at San Bruno Facility – 15 staff
    e. Contractor will submit the monthly fee for the Coffee Service in the Contractor's proposed cost per month per Section III. C. 7 – Price Proposal.
4. The Contractor's proposal submission must include a method of delivery for staff meals that insures clear accountability of meals served so that billings can be properly audited.

C. Other

The Contractor should be aware that bag lunches are also provided to persons participating in the Sheriff's Work Alternative Program or post-release education programs. The average number of bag lunch meals is included in APPENDIX C, Exhibit 2C.

D. Purchasing

1. Contractor must work with the SFSD and Good Food Purchasing Program to complete a baseline assessment within 12-month of contract execution.
2. Contractor must meet or exceed the Sheriff's Department's Good Food Purchasing 1 Star Level Standard as detailed in APPENDIX C, Exhibit 6 – Good Food Purchasing Program in years 2 through 5, as well as, through any contract extensions.
3. Food Specifications: The Contractor must provide the minimum purchasing specifications to be used in the purchase of all food products and disposable service-ware. The specifications provided should address the levels of quality, grade, size, pack, count and all other relevant information.

4. The SFSD must approve, in writing, any changes from the stated specifications. All food purchased for use under this contract shall meet, at the minimum, and exceed the following specifications:
    a. 1 Star Good Food Purchasing Program value category targets as detailed in Appendix C – Exhibit 6.
    b. Beef, veal and lamb shall be of at least USDA Select or better. The fat and/or soy content of all ground beef products to be used cannot be in excess of 20 and 6 percent respectively. Meat blends (i.e., beef and turkey) must be of equal proportions. All breaded products must have a product weight of 3 oz. before breading.
    c. Poultry shall be at least USDA Grade B or better. Chicken quarters can be no less than 8 oz. raw weight. Legs or thighs must be 6 oz. minimum raw weight. All breaded products must have a product weight of 3 oz. before breading.
    d. Canned fruits and vegetables shall be at least USDA Grade C or standard.
    e. Frozen fruits and vegetables shall be at least USDA Grade B.
    f. Fresh produce shall be at last USDA No.2.
    g. Each individual serving must be of sufficient size to meet the nutritional requirements, see Section F., Nutritional Requirements. When the specified size is not available, the Contractor must purchase the new larger (smaller count) size.
    h. Dairy products shall be at least USDA Grade A or better. Butter may be substituted for margarine when it is a commodity item. 2% fluid milk shall be served as a beverage. Dry/powdered milk may be used in cooking/baking.
    i. Eggs shall be at least USDA Grade B Medium or better.
    j. Frozen fish and seafood must be nationally distributed brands, packed under continuous government inspection.

k. Bakery products: A minimum of 60 percent whole-grain products must be used. Day-old breads may be purchased but must be used within 48 hours or frozen until the time of use.
l. The Contractor may not purchase items with expired freshness dates. The Contractor may not purchase "second market" and/or distressed, food items without the prior written approval of the Sheriff.

5. Surplus Food Usage

a. At the present time, Federal Government sponsored commodities are not being made available for correctional institutions.
b. In the event that they should, the Contractor shall use its best efforts to maximize the use of Federal Government Surplus Commodities.
c. Subject to availability and the provisions within RFP specification, Section G., the Contractor shall provide for the utilization of Federally supplied commodities, which shall be strictly accounted for and used only for the benefit of the SFSD's food service operation, to the maximum extent allowed.
d. The liability for proper use and accountability for these commodities shall be the responsibility of the Contractor.
e. Surplus food must be ordered, received, stored, and accounted for in accordance with State of California procedures.

f. The Contractor will submit its quarterly orders to the designated Facility Commander(s) for review and approval prior to forwarding to the State no later than the time and date specified.
g. A four (4) month estimate of surplus food usage must be submitted to the Facility Commander(s) no later than the fifteenth of November, March and July each year for the purposes of ordering (dates subject to change).
h. The Contractor will pay the SFSD, in the form of a credit against meal charges; the State of California approved wholesale value of the surplus commodities. Shipping/handling fees incurred for picking up and transporting the surplus food will be the responsibility of the Contractor.
i. The Contractor will submit copies of its receipts (if received during that period) and Contractor prepared inventory/period usage report showing beginning inventory, receipts, usage and ending inventory along with the State of California approved wholesale value (by item and extended) to the designated Facility Commander(s) with its billing to the SFSD.
j. In the event that the Contractor receives spoiled commodities, the responsible State of California agency is to be notified and disposition handled in accordance with their instructions.
k. Copies of all disposition records are to be forwarded to the Facility Commander in order for a credit to be made to the Contractor's commodity usage.

6. Condiments such as pepper, catsup, mustard, relish, salad dressings and others must be in individual disposable packets/containers and provided per service on each inmate's tray.

7. Disposables:

Proposers should review the Food Service Waste Reduction Ordinance as set forth in San Francisco Environment Code Chapter 16 and must comply with all requirements. To view, go to the following address:

https://sfenvironment.org/policy/chapter-16-food-service-waste-reduction-ordinance

a. The Contractor must specify all paper, service-ware (forks, etc), bags, dishes, cups, and other expendable items it will supply for use in the operations of the food service facility. All disposable food service ware (cups, napkins, spoons, utensils, etc.) shall use biodegradable/compostable or recyclable product to comply with San Francisco Environment Code Chapter 16, Food Service and Packaging Waste Reduction Ordinance.
b. The Contractor must supply aprons, hairnets or hats and plastic gloves for use by inmate workers in the kitchen, as well as those delivering meals.
c. The SFSD reserves the right to request that samples of all or certain specified disposables be submitted prior to Contractor selection.

8. The Contractor will be responsible for receiving and properly securing all goods received at the kitchen loading area or food service warehouse/storage area.

9. The Contractor should encourage all salespersons to call at their district/area offices. If a sales person must call on the Contractor's unit manager in a jail facility, the appointment must be set up and arrangements made for the sales person to present proper credentials and check in at the main entrance to the jail facility.

10. The Contractor must provide for the correct handling, prompt storage and rotation/issue of food items purchased or use in the facility. All purchased and prepared products must be clearly identified and display the date received/stored. Products which have been frozen in excess of one year and/or are past the manufacturers/processors established or implied pull/freshness expiration date may not be served.

11. The Contractor shall provide a statement as to how often a physical inventory of processed and non-processed food and supply items will be taken. The

method for conducting the inventory and the organization and disposition of the data collected must be explained in detail in the proposal response.

E. Menus

1. Inmate Meals:
   a. **The Contractor will offer menus and prices for the following**:
      i. Two hot meals, consisting of one hot meal for breakfast and one hot meal for dinner, and one cold meal for lunch.
      ii. Two cold meals, consisting of one cold meal for breakfast and one cold meal for lunch, and one hot meal for dinner.
      iii. Optional – Coffee in 8 ounce portions for inmates housed in County Jail #2, County Jail #4 and County Jail #5. The coffee will only be provided for breakfast. Contractor shall provide coffee supplies that include, at the minimum, coffee, paper cups, stir sticks, sugar, and creamer.
   b. Cold meals must remain within the nutritional/caloric guidelines detailed in Section F. Nutritional Requirements in this agreement.
   c. Dinners must always be a hot meal.
      i. A representative 42-day (6 weeks) cycle menu must be submitted within the Contractor's proposal and must meet the current standards of the California State Board of Community Corrections, Title 15 Minimum Standards for Local Detention Facilities, Article 12: Food, effective April 1, 2017 (included in Appendix C, Exhibit 3) and shall be reviewed and certified as to nutritional adequacy and compliance with specifications by the Contractor's Registered Dietitian (Certified by the Commission on Dietetic Registration).
   d. Color photographs of a proposed 7-day cycle (1 week) menu items must be submitted within the Contractor's proposal.
   e. Minimum Menu Requirements:

      i. Each daily menu will provide a minimum of 2,500 calories per day. (as provided by the USDA 2015-2020 Dietary Guidelines for Americans, Eighth Edition).
      ii. The Contractor will provide eight ounces of 2% milk at breakfast and dinner daily.
      iii. Four ounces of fruit juice (not fruit drink) must be served a minimum of three times a week at breakfast.
      iv. The Contractor must provide whole meat chicken (breast or leg and thigh combination) at least once a week in each menu.
      v. The Contractor must limit serving protein from soy products to 20% or less in aggregate.

2. Staff Meals:
   a. The staff meal cost must include all necessary service items such as disposable plates, cups, napkins, disposable utensils, etc.

b. The Contractor must submit in its proposal a representative six (6) week staff menu with portions.

c. The SFSD reserves the right to decline the provision of staff meals.

d. The Contractor will not be permitted to install vending machines in any area of any jail.

3. Contingency Meals:

a. The Contractor will be required to provide food service at no additional cost to the SFSD in the event of lock downs, jail disturbances, fire, power failure or other events that would impede the normal jail operations.
b. At a minimum, the Contractor must isolate and maintain an on premise inventory of food and water sufficient to prepare and serve three (3) days of scheduled meals.

4. Menu Substitutions/Changes:

a. A log detailing all full or partial menu substitutions must be maintained for the SFSD's food service operation.
b. The reasons for temporary changes or last minute substitutions must be submitted in an email to the Facility Commander(s), with a copy to the Chief of the Custody Operations Division, no later than the day following the substitution. The email shall contain the following:
   i. The facility or facilities where the substitution occurred.
   ii. The date and meal that was affected.
   iii. The item(s) that was initially scheduled, the substitution with amount provided.
   iv. The reason for the substitution.
c. Permanent changes in the planned menu must be approved in writing prior to implementation and shall be noted on the master menu in the kitchen(s) and on a corrected menu provided to the Facility Commander(s) and Chief of the Custody Operations Division.
d. The SFSD's and Contractor's registered dietitian must certify all temporary substitutions and permanent changes as being nutritionally comparable and in keeping with the State of California BSCC Title 15 Minimum Standards for Local Detention Facilities.
e. Documentation of menus as they are actually served must be maintained as verification of providing a nutritionally adequate diet and such documentation must be submitted to the Facility Commander(s), or Chief Deputy of Custody Operations if requested to do so.

5. Therapeutic/Medical Diets:

    a. Medical Department prescribed therapeutic/medical diets are to be prepared, portioned and transported in the same manner as prescribed above at the same cost per meal proposed.
    b. If requested to do so, the Contractor is to provide specified nutritional supplements at the Contractor's cost plus the proposed mark-up of no more than ten (10%) percent.
    c. Specific therapeutic/medical diets shall be prepared and served to inmates according to the orders of the attending physician or dentist, or as directed by the responsible health authority official.
    d. A list of common medical diet menus, verified by a registered dietitian, shall be specific and complete and will be furnished in writing by the Contractor.
    e. The source book to be used is the Manual of Clinical Dietetics, Sixth Edition, published by the America Dietetic Association (ISBN 0-88091-187-0) or comparable source that will be subject to the approval of the SFSD.
    f. A list of therapeutic/medical diets currently available to inmates via prescription is included in APPENDIX C, Exhibit 4.

6. Other Special Diets and Meals

    a. Sheriff's staff, Religious Services staff, and/or medical staff may order vegetarian diets for inmates.
    b. Religious diets must be approved by the Religious Services Coordinator with assistance from religious service providers. Religious diets shall be simple and conform as closely as possible to the food served other inmates.
    c. Special holiday meals shall be served on Christmas, New Years, Easter, and Thanksgiving. The menu for each of these meals shall be included in the Contractor's Proposal.
    d. The Contractor shall have a diet manual available for distribution at each kitchen site within 30 days of the start of this contract.

7. Appearance:

    a. Food shall be served in such a fashion as to be appealing to the inmate and staff. It shall be served in sufficient quantity and at the appropriate temperature as to make the food offered acceptable.
    b. All equipment and utensils used in the service of meals shall be clean and free of defects that will render the food unappealing.
    c. A National Sanitation Foundation (NSF) approved ounce scale shall be provided at all food preparation serving areas to ensure portion controls.

d. Contractor shall possess or develop operating procedures to prevent foods or beverages from deteriorating while holding. Such a system shall ensure that food quality (taste, appearance, texture, temperature) does not deviate from minimum quality standards.
e. Thermometers will be used on service lines to ensure all foods and beverages are being held at proper temperatures. Thermometers used must be consistent in all facilities. Thermometers proposed must be NSF approved.
f. The use of instruments that indicate temperature will be subject to the inspection and approval of the Sheriff's Department.

F. Nutrition Requirements

1. Menu Certification:

a. Menus must be reviewed and certified by the Contractor's Registered Dietitian as adjusted for age, sex and activity according to the requirement listed in Title 15, Article 12: Food, Section 1241.
b. The menus proposed must contain no more than an aggregate of twenty percent (20%) protein derived from soy products.
c. The Contractor must provide the SFSD with written certification of this review for each cycle menu prior to implementation.
d. The data must provide at a minimum, weekly and total cycle summaries and list all Recommended Daily Allowance (RDA) vitamins and nutrients as well as cholesterol, sodium and fiber contents.
e. The SFSD reserves the right to request additional menu and/or nutritional modifications as part of any contract amendment renewal and/or price adjustment process as outlined in this RFP.
f. Contractor must maintain a six week menu cycle.

2. Bag Meals:

a. All regular bag meals must contain approximately one-third of the minimum daily caloric requirement (refer to Section II. F. 4. a.)
b. Bag meal count is included in APPENDIX C, Exhibit 2C.

3. Substitutions:

a. All substituted items in the menus served shall be of equal nutritional value as the original menu item.
b. Any permanent substitution changes shall be agreed upon by Contractor and SFSD, and must be certified and signed by the SFSD's Registered Dietitian, as well as Contractor's Dietitian.

4. Daily Caloric Requirements:

    a. The minimum daily caloric requirements for adults shall be 2,500.
    b. Inmate workers identified by the Sheriff's Department shall receive a double portion of whatever meal (bag or meal) is being served at the time.

G. Food Preparation

1. Method of Preparation:

    a. The Contractor, in its response, is to propose staffing and resultant cost-per-meal impact of utilizing the traditional cook and serve delivery.
    b. The Contractor may, in its response, also propose staffing and resultant cost-per-meal impact of utilizing cook-chill food production system or some other delivery beyond the traditional cook and serve and cook-chill delivery.
    c. The Contractor must also include equipment and production systems related costs for any delivery system other than the traditional cook and serve delivery; such as an advanced cook-chill system.
    d. Recipes, menu and productions schedules should all be designed to minimize the risk of spoilage and waste.

2. Recipes:

    a. A file of, tested mass cook and serve, and, if relevant, cook-chill or some other recipes required for other delivery systems, production recipes adjusted to a yield appropriate to the size of the facilities must be utilized and maintained.
    b. The Contractor must certify that it has such recipes, which have been tested and are readily available to it.
    c. Recipes certified to match the proposed cycle menus will be required prior to final award.

3. Portioning:

    a. All food portion sizes on the menu shall be the cooked weight or shall be specifically identified as raw weight.
    b. Meat portions in casserole or combination dishes must be listed.
    c. Contents for all bag meals must be clearly indicated by item, weight and date.
    d. All portion sizes must be listed on the menus submitted in the proposal response.

e. Menus must also include the number and portion size of condiment package and/or serving for each meal.
f. The Contractor's portioning and serving procedures must be written and consistently executed so that each inmate receives no less or more than the portions specified.
g. The Contractor must actively supervise portioning for all meals including therapeutic/medical diets and religious meals.

4. Condiments:

a. Condiments such as pepper, catsup, mustard, relish, salad dressings, and others must be in individual disposable packets/containers and served on each inmate's tray.

b. Condiments shall not be handled or distributed by housing unit inmate workers.

5. Quality Assurance

a. The Contractor, within its proposal, must provide the SFSD with a comprehensive written quality assurance program and the planned frequency of use concerning the purchase, delivery, storage, preparation and delivery of food for all areas. This written program must include all items listed in Title 15, Article 12. Section 1243: Food Service Plan.
b. This program must address the day-to-day and meal-to-meal process of assuring the Sheriff that Contractor's employees are employing proper food handling and facility and/or equipment sanitation practices.
c. There must also be a process whereby the food is periodically taste and temperature tested and all minimum portion standards are consistently maintained throughout the tray assembly process.
d. Contractor shall provide daily and/or weekly summary records documenting all applicable contractor and food service industry standard quality assurance procedures, to include the testing of temperatures in the refrigeration, cooking and serving areas, and any other records (receipts, production sheets, etc.) necessary to document the minimum portion standards and nutritional adequacy of each meal served.

6. Production Control Techniques

a. If a computer driven food production management software system is to be utilized for this program, it must be so noted.

b. If such a system is used to produce recipes, it must clearly identify the total amount of ingredients required so that the SFSD can easily audit this portion of the production cycle.
c. A copy of the proposed computer program must be submitted within the Contractor's proposal, if a computerized program is used.

7. No sulfites or additives are to be added on premises or included within any foods served under this contract.

8. The Contractor shall adhere to food service industry practices, generally accepted "Best", as well as all State and City and County Health Department requirements.

H. Food Deliveries and Service

1. The movement of food and/or dirty tray carts and/or garbage and personnel within the complex and individual facilities must adhere to the rigid security guidelines established and periodically adjusted by the Custody Division command staff.
   a. The Contractor shall ensure staffing and resource levels to successfully deliver all meal trays to each inmate for all meal service as detailed in RFP SHF2018-01 – Jail Food Service.

2. Use of Trays:

   a. All hot meals are to be portioned and served on trays with lids.
   b. Food spills on trays must be cleaned up prior to transport and service.
   c. The Aladdin tray system is currently used and the Contractor will continue to use this tray system or a compatible tray system.

3. Use of Carts:

   a. The SFSD will provide all carts used for transports of meals and beverages.
   b. The Contractor shall maintain the carts in a clean, safe and workable condition.

4. Food Temperature:

   a. All chilled food should be served at no more than 40 degrees F.
   b. All hot food should be served at no less than 140 degrees F, but no more than 180 degrees F.
   c. "Cook-chill" refrigerated foods will be maintained at a temperature between 28.5 degrees F and 31 degrees F.

5. Meals Served Form. Subject to the Sheriff's approval, the Contractor must develop and use a form which provides the following information on a per meal, per day and per week basis:
    a. The number of inmates by housing unit
    b. The number of meals provided to that housing unit.
    c. Adjustments to include, but not be limited to, more inmates being served than ordered, trays sent back due to incorrect content, etc.
    d. The number of bag lunches ordered and delivered to the Intake Facility (CJ#1), court holding, Alternative Programs, and any other non-jail facility.

6. Meal Transmittal/Evaluation Form. The Contractor shall develop and submit within its proposal an evaluation form for Sheriff's staff to use with each meal.

    a. The transmittal evaluation form is to include a meal quality assessment space where the Watch Commander/Supervisor in charge is to evaluate the meal for such factors as appearance, taste, temperature, correct portion sizes, completeness of tray, adherence to menu and overall acceptance by the inmates.
    b. The transmittal evaluation form must provide space for the officer's name, star number and signature.
    c. These forms are to be maintained by the Contractor and must be readily accessible to the officer-in-charge as assigned by the Facility Commander for review at any reasonable time.
    d. The Contractor must immediately correct deficiencies in the meal if the Facility Commander or designee determines that the meal is unacceptable following a review of the transmittal evaluation.

7. Food Delivery and Service Liability:

    a. The Contractor will be held accountable for assuring that all trays and/or bag lunches are properly prepared and correctly portioned when the trays and/or bag lunches leave the kitchen.
    b. The Contractor will assume full fiscal responsibility for any damage incurred in the Sheriff's facilities due to its employee's negligent handling of carts and related equipment.

8. Date Codes

    a. A date code system must be submitted within the Contractor's proposal to date all bag lunch meals to prevent consumption of dated and/or spoiled foods.
    b. All unused bag lunches that have been properly refrigerated must be discarded after 48 hours.
    c. Those items packaged in factory sealed packages and unopened may be reissued.

9. Delivery and Kitchen Security. The Contractor is to submit detailed descriptions of:
    a. Selection criteria for all on-site Contractor staff that will have direct or indirect contact with inmate food service workers and inmates assigned to the various housing units.
    b. Policies and procedures specific to kitchen, serving line and meal transportation functions.
    c. Methods to be used in assuring the Sheriff that the Contractor's policies and procedures are consistently met.
    d. Methods to be used in assuring the Sheriff that no Contractor personnel are engaged in passing contraband (weapons, drugs, tobacco and other related illegal items) to the inmates.
    e. Methods to be used in assuring the Sheriff that the Contractor personnel will not provide any inmate with access to a cell phone, or any other electronic device (including access to the regular "land line", telephones within the jails).
    f. Methods to prevent kitchen and serving line inmates from gaining access to and possession of any food, supplies and kitchen equipment/utensils that are capable of being used as a weapon or made into an illegal substance.
    g. The manner in which all sharp instruments and/or utensils (such as knives, forks, spatulas, peelers, etc.) will be issued, controlled while in use and accounted for prior to the end of a shift or change in inmate worker crews.

I. Equipment and Facilities

1. Preventative Maintenance
    a. The Contractor shall warrant that it will take all reasonable and prudent measures necessary to assure the SFSD that its equipment is being properly used and maintained.
    b. The Contractor shall have direct responsibility for the care and maintenance of that equipment in the storage, receiving and kitchen areas.
    c. During the term of the contract, and all contract extensions, the Contractor shall provide, at its expense, a preventative maintenance and repair contract on all equipment, inclusive of SFSD equipment, under its direct control and/or use in providing the contracted services.
    d. The Contractor shall provide, at its expense, for the cleaning and disposal of the grease trap at the San Bruno Jail Facility twice a year.
    e. The Contractor must submit a plan in its proposal as to how the preventative maintenance requirement will be met.

f. The Contractor must keep a separate record on maintenance and reports for each piece of equipment and must provide a written report and relevant documentation at least quarterly to the facility commander and the Chief of the Custody Operations Division, as to what preventative maintenance and/or repairs have been performed on each piece of equipment.
g. An annual report of all preventative maintenance and repair work performed must be submitted within thirty (30) days of the end of the contract year to the Facility Commander and the Chief of the Custody Operations Division.
h. The SFSD reserves the right to audit these records at any time and/or request quarterly written reports.
i. If the Contractor does not submit such a plan, the SFSD will negotiate the appropriate preventative maintenance and repair contracts for all equipment with outside companies who have proven performance records and the costs of these maintenance and repair programs will be borne by the Contractor.

2. SFSD Maintenance Assistance

a. The SFSD is responsible for bringing all utilities, including electrical, water, steam and gas to each kitchen, kitchen office, and kitchen storage areas including walk-in cold storage.
b. The SFSD is responsible for repairing parts of the building located in the kitchen that require repair due to normal wear and tear, such as the drains, light fixtures, steam lines, pipes, conduit, etc.
c. The SFSD is responsible for working with the Contractor to provide utilities to newly installed equipment. Note: New equipment, purchased by either SFSD or Contractor, must include the procurement of all parts and materials that are integral to installation and operation of the new equipment.
d. Prior to purchasing any new equipment that requires electrical, water, steam, gas or any other utility, the Contractor must consult with the SFSD maintenance staff.

3. Inventory Procedures

a. The inventory of existing kitchen equipment is listed by facility in Exhibit 5.
b. The Contractor and SFSD shall jointly inventory all capital equipment and SFSD-owned equipment under the Contractor's direct control at the beginning of the contract and thereafter on an annual basis scheduled by the Contractor.

c. A general assessment of the expected useful life of each item will be made during that inventory process.
d. The Contractor will be liable for the replacement cost for all items that are not accounted for in subsequent inventories.

4. Small Wares

a. The Contractor must purchase all replacement small wares and service wares necessary to meet the requirements contained in this RFP so as to efficiently serve the inmate population.
b. The Contractor is responsible for the repair and/or the replacement of small wares and service wares.
c. All small wares purchased by the Contractor shall become the property of the SFSD.

5. Vehicles

a. Any vehicle required by the Contractor in the execution of this contract shall be purchased, used and maintained at Contractor's expense.
b. In the event the SFSD requires vehicle transportation of meals, the Contractor must have in place an emergency plan for the temporary replacement of one or more vehicles in the event of mechanical breakdowns.

J. After Meal Service Clean-up

1. After meals are concluded, Contractor shall remove food carts, disposable plastic and paper supplies from the serving areas and return them to the kitchen.
2. Contractor shall clean the kitchen, dining rooms which are not an integral part of the living units, and pantries used by Contractor following the serving of each meal.
3. All pots, pans, dishes, utensils and flatware are to be washed at a temperature of from 140 degree F. to 160 degree F. Final rinse temperature is to be 180 degree F. or a sanitizing agent is to be used.
4. All work areas, work tables, sinks, stoves, ovens and mixers must be washed and sanitized after each meal.
5. Contractor shall be responsible for preparing the trash from the kitchen/work area for disposal.
6. All garbage must be broken down or reduced in size so as to minimize the amount of space needed in the dumpster.
7. The Contractor shall be responsible for keeping the area of the kitchen where the garbage awaits disposal in a neat and sanitary condition at all times.

8. The Contractor shall participate in all City and County mandated recycling programs and shall clean, crush, and/or break down recyclable materials as specified by the recycler.
9. **Garbage Service**: Trash and garbage from units, pantries and all other areas served by Contractor shall be removed by the Contractor within one (1) hour after completion of Breakfast and Dinner Service. All trash and garbage, inclusive of the garbage collected by SFSD staff and inmate workers from the units, shall be transported by the Contractor from each County Jail Facility to the Facility's central trash site, stored in impervious containers, and the trash site cleaned as instructed by the Sheriff's Department.
    a. **Volume of Garbage**. The average volume of daily garbage that require removal:
        i. County Jail #1 (CJ1) has an average of four (4) bins of garbage per day, each bin has a capacity of approximately 50 gallons.
        ii. County Jail #2 (CJ2) has an average of four (4) bins of garbage per day, each bin has a capacity of approximately 50 gallons.
        iii. County Jail #4 (CJ4) has an average of eight (8) bins of garbage per day, each bin has a capacity of approximately 50 gallons.
        iv. The average volume of daily garbage may increase or decrease as it corresponds to the inmate population and number of SFSD employees.
    b. Contractor will submit the monthly fee for the **Garbage Service** in the Contractor's proposed cost per month per Section III. C. 7 – Price Proposal

10. The Contractor will be responsible for all day to day, as well as, weekly major cleaning of the entire kitchen area assigned to the Contractor including walk-ins, storerooms, freezers, dish room, kitchen, employee dining room, office, and receiving area. Inmate labor may be used for this purpose and a staff person will be assigned to supervise inmates during major cleaning events.

11. The Contractor shall supply hand soap, eye wash stations, paper towels and toilet tissue for all staff restrooms and hand washing sinks in the kitchen and food staging areas.

12. The SFSD will be responsible for the cost and implementation of a regular monthly program for the extermination of rodents, vermin and other unsanitary vectors in the kitchen and warehouse and/or storage areas assigned to the Contractor.

K. Personnel and Supervision

1. The Contractor must comply with all San Francisco contract requirements, including equal employment opportunities, wages and benefits.

2. All Contractor's employees and agents will comply with all Department rules and regulations concerning conduct on Jail property and contact with inmates.

3. All Contractor employees will be subject to a background check and fingerprinting by the Sheriff's Department. If the background check indicates a reason the employee is not suitable for admission to the Jails, the Contractor will be notified, and Jail access will be denied.

4. The Contractor must, at its expense, require that perspective employees submit to and successfully pass a drug and alcohol screen.

5. The Contractor must submit job profiles and/or resumes for the individual(s) who will be considered for the Contractor's position of San Francisco Sheriff's Departments Food Service General Manager and for an assistant manager if applicable to the proposal.

    a. The Food Service General Manager must have at least five (5) years of experience with similar type and size jail food service situations as the San Francisco Sheriff's Department.

6. The Contractor, at its expenses, must have on staff a California Registered Dietitian on staff.

7. The SFSD requests that it be notified prior to the transfer or removal of the manager and to approve the replacement.

8. The Contractor will submit in its proposal a training plan for employees including the following:

    a. Length of training period
    b. Location of training
    c. Cost of training
    d. Initial training and on-going training and the amount of time dedicated to:

        i. Food handling
        ii. Facility and equipment sanitation
        iii. Personal hygiene
        iv. Facility and equipment security
        v. Inmate worker contact issues

9. The SFSD will require Contractor employees to attend orientation training provided by Sheriff's staff to explain all pertinent Sheriff's Department rules and regulations.

10. The Contractor shall submit with its proposal the frequency and process used for management and staff job evaluations.

11. The Contractor and its employees assigned to San Francisco Sheriff's Department jail facilities will be required to comply with all Sheriff's rules of conduct and dress concerning normal day-to-day operations.

12. The Contractor will be required to staff the food service operation with the optimum number of employees at all times for the efficient operation of the jail facilities.

13. An experienced, trained management level person must be on duty whenever inmate workers are present.

14. A staffing chart must be submitted within the Contractor's proposal and must include:
    a. A Food Service Supervisor to oversee the operations at the San Francisco Downtown Facility (CJ#1, CJ#2, CJ#3, and CJ#4) and a Food Service Supervisor to oversee the operations at the San Bruno Facility (CJ#5 and CJ#6).
    b. A minimum of two (2) staff persons in the kitchen whenever inmate workers are present.
    c. At least one (1) cook must actively supervise the tray portioning line throughout the meal service and must also supervise the preparation and packaging of special diets.
    d. Scheduled hours for each person by position.

15. The SFSD must approve any subsequent reductions in the total number of hours proposed for each location in writing.

16. If the Contractor fails to provide the minimum number of personnel specified within the proposal for a period of two days or more, the Contractor shall issue credit on the next billing to the SFSD in the amount of each missing persons' proportional salary/wages and benefits for each day after the two days.

17. The Contractor must submit with its proposal a separate staffing chart showing the number of inmates required for each work component.

18. All Contractor employees, including management, must be properly attired in a standard uniform the color of which must be approved by the SFSD.

    a. Inmate workers must be properly attired when working in the kitchen and such clothing will be provided by the SFSD.
    b. Contractor employees must be easily discernible from the inmate workers.

c. Contractors are to encourage their employees to not wear their uniforms to and/or from work.
d. If the employee does wear a uniform to and/or from work, a cover jacket must be worn.

19. The Contractor must adopt adequate safeguards to insure that all uniforms are regularly inventoried and stored in areas not accessible to inmates.

20. The SFSD may revoke the facility clearance for any of the Contractor's employees for any reason.

21. Contractor's Employees with a revoked jail clearance will not be allowed into any SFSD jail facilities. The Contractor will assume the responsibility to immediately fill vacated staffing positions and to ensure uninterrupted food service to SFSD.

22. The Contractor must notify the Division Commander, the Facility Commander and the Jail Clearance Officer in writing whenever an employee has been terminated, permanently transferred or newly hired.

23. The Contractor has the sole responsibility for returning to the SFSD an employee's Jail Clearance card within twenty-four (24) hours of the employee's final shift.

L. Financial

1. Invoicing and Payment

a. <u>The Contractor will be compensated monthly on a per meal basis.</u>
b. The Contractor is to submit to the Sheriff's Office within five days from the first of the month or accounting period end, a day-by-day statement for the previous month or accounting period with the number and classification of meals prepared and served to:
   i. Inmates by jail facility (including special diets and/or religious meals)
   ii. Inmates in the courts
   iii. Inmate workers bag lunches
   iv. Sheriff's staff meals by jail facility and watch
   v. Jail Health Service staff meals by jail facility and watch
   vi. Official guests of the Sheriff (prior authorization required)
c. Inmate workers, identified by the Sheriff's Department, shall receive a double portion of whatever meal they are receiving (bag or meal).
d. The statement must show the number of persons reported to be in each category as printed on the daily population sheet and daily watch report from the supervisory staff at the jail facilities.

e. The SFSD will not pay for unconsumed meals prepared in excess of the counts provided.
f. The SFSD reserves the right to request that these reports be submitted weekly.
g. The Contractor will submit to the Sheriff's Office within five days from the first of the month or accounting period end, an invoice for the monthly Garbage Service per RFP Section II. J. 9.
h. The Contractor will submit to the Sheriff's Office within five days from the first of the month or accounting period end, an invoice for the monthly Coffee Service per RFP Section II. B. 3.
h. It is a requirement of the City and County of San Francisco, that all contracted vendors participate in Automated Clearing House (ACH) enrollment for "electronic payments".

2. Meal Count Reconciliation

a. The Contractor is to provide meal counts for each facility and other supporting documentation to SFSD including but not limited to each facility's billing invoices in order to record the number of meals provided to said facility.
b. The Contractor and the SFSD will reconcile meal counts by month or accounting period.
c. In the event of any dispute regarding meal counts and subsequent charges, the SFSD shall resolve any discrepancy by using the count of the actual number of meals received, unless it is exceeded by the number of meals ordered, in which event that number will prevail.
d. The meal count figures of the SFSD shall prevail in any dispute.

3. The Contractor must comply, for accounting cycle purposes, with the SFSD's fiscal year of July 1 to June 30 and calendar month periods.

M. Facility Security

1. All Contractor employees must enter the compound and buildings via the designated entrances and will be signed in and out of the compound and buildings.
2. All Contractor employees will be subject to pass through a metal detector upon entering or leaving any buildings with this device.
3. All Contractor employees, their belongings and their vehicles, if parked on the jail compound, are subject to search when in any jail facility, in any other buildings under the control of the Sheriff, and while on the jail compound.
4. All Contractor employees will wear the SFSD Jail Clearance Card with their picture either clipped on to the outer most clothing in the upper left quadrant of the body or in a plastic pouch secured by a lanyard around the neck.

5. Locked Doors and Lost keys:
    a. The Contractor and its employees shall be responsible for keeping closed and locked all internal doors in the assigned work area.
    b. The Contractor and its employees must adhere to all security restrictions concerning secured areas imposed by the Facility Commander.
    c. Any SFSD owned keys entrusted to the Contractor or other keys necessary to open areas within the assigned work area shall be accounted for at all times.
    d. Lost SFSD owned keys resulting in the re-keying of or purchase of new locks will be the financial responsibility of the Contractor.
    e. Anytime the Contractor becomes aware of any key or keys missing, the Contractor shall report this to the on duty Watch Commander immediately.
    f. The Contractor will include a door and key security post order in its submission.

6. Employee and Inmate Relationships

    a. The Contractor must determine and notify the SFSD in writing if any employee is related to, is or had a relationship with any person confined as an inmate in any of the SFSD jail facilities.
    b. Any evidence of a relationship being started between a Contractor employee and one or more inmates must be reported immediately to the Facility Commander or other Command level staff.
    c. No Contractor employee may supervise or have direct contact with or responsibility for an inmate worker or the delivery of any food or food service to any inmate with whom there is a family or personal relationship.
    d. It is the Contractor's responsibility to require its employees to alert the Contractor whenever a person who is a relative or personal acquaintance of that employee is admitted to the jail facility as an inmate.

7. Sharp Equipment Inventory

    a. The Contractor shall implement a check-out and check-in log procedure for all sharp utensils used in the assigned work area.
    b. 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.
    c. All sharp instruments shall be accounted for prior to the end of an inmate worker shift.

d. The SFSD reserves the right to enter the kitchen and inventory all such items at its discretion.
e. Any missing items shall be reported to the watch commander or officer-in-charge immediately.

8. Security of other equipment – the Contractor will report verbally to the watch commander and then via email to the facility commander whenever a piece of equipment has been vandalized or portions have been removed.
9. Maintenance vendors shall be required to enter the building through the proper security channels and there will be no exception to this requirement.

10. In an emergency, Contractor must immediately report event details to the SFSD watch commander or officer-in-charge to advise and receive instructions. The SFSD's watch commander or officer-in-charge will take supervisory precedence over the Contractor employees.

11. Contractor staff shall not be permitted to park their vehicle by or in the vicinity of any jail facility kitchens.

O. Sanitation and Safety

1. Laws:

a. The Contractor shall obey all federal, state and local laws and ordinances regarding health, sanitation, fire and safety, including the California Uniform Retail Food Facilities Law.
b. The Contractor must maintain and make available to SFSD all Federal/State required forms relating to food services.
c. The Contractor shall be subject to inspections in the kitchens by authorized personnel from the San Francisco Department of Public Health, the State/Local Fire Marshall, and the State Board of Community Corrections.
d. The Contractor shall be responsible for ensuring that all inspections of the food service operation are successfully completed or that corrective action is immediately implemented as directed by the inspecting agency.

2. Food Handlers Cards and Medical Examinations:

a. The Contractor will provide medical examinations as required by law and appropriate records for each employee will be kept on file with the Facility Commander.
b. The Contractor will also include a current food handler's card on file with the Facility Commander for all Contractor staff and management.

3. The Contractor shall require medical clearance for any employee to return to work after a three (3) day absence due to illness.

4. Food Samples:

    a. The Contractor shall save samples of all prepared foods for a period of not less than seventy-two (72) hours of its service for review by inspectors as well as testing in the event of an outbreak of food borne illness.
    b. Samples must be clearly marked as to the dates and times of the preparation, service and appropriate cold storage.

5. Emergency Situation Reports:

    a. The Contractor will be responsible for immediately notifying the on-duty Watch Commander of any fires in the kitchens or staff dining rooms.
    b. The Contractor will be responsible for immediately notifying the on-duty Watch Commander of any accidents in the kitchens involving Contractor personnel and/or inmate workers assigned to food service duties.
    c. The Contractor shall submit a written report to the Facility Commander with a copy to the Chief of the Custody Operations Division detailing the facts of the emergency within 24 hours.

6. Employee and Inmate Worker Physical Health:

    a. The Contractor will not permit employees or assigned inmate workers with communicable health problems (including open sores) to work.
    b. Inmate workers must pass the screening provided by Jail Health Services before being assigned to work in the kitchen.
    c. As a precaution, the Contractor shall visually inspect the hands and face of each inmate worker prior to the start of each inmate worker shift.
    d. Any inmates with suspicious symptoms must be directed to report to Jail Health Services and receive a written clearance before being permitted to work again.

P. Culinary/Vocational Program for Inmates

1. The SFSD will provide a minimum of 20 inmate workers at CJ#4 (or CJ#2 if, CJ#4 is closed) and a minimum of 20 inmate workers at CJ#5 for participation in the Culinary/Vocation Program. Contractor shall provide with its proposal job descriptions for all inmate workers.

2. The Contractor shall provide with its proposal a formal outline and curriculum of a comprehensive inmate culinary/vocational/ServSafe training program in Food Preparation and Basic Cooking for adoption at all jail facilities with kitchens, in co-ordination with the San Francisco Sheriff's Department and Five Keys Charter School Staff.

3. The Contractor shall be required to work closely with the SFSD and Five Keys Charter School Staff to meet State and Five Keys' requirements to provide educational credits for the program.

4. The Contractor shall coordinate the implementation of this culinary/vocational training programs with Five Keys Charter School's academic calendar, in all jail facilities with kitchens within 60 days of being awarded the contract and shall maintain the program on a continual basis over the life of this contract.

5. The Contractor must also document referrals and linkages to include post-release employment opportunities for inmates who participate in this culinary/vocational training program.

    a. The documentation will be provided to the SFSD Director of Programs or their designee.

6. Contractor will work with the SFSD to develop performance metrics and provide quarterly reports regarding employment for participants.
    a. The metrics will be developed with the SFSD Director of Programs and the Chief Deputy of Custody or their respective designee.
    b. The quarterly reporting will be provided to the SFSD Director of Programs.

Q. Energy Conservation

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

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

3. The Contractor shall also be liable for the deliberate and/or neglectful use of utilities for all equipment and/or facilities under its direct control.

4. After receipt of two written warnings within a rolling twelve (12) month period, the Contractor will be subject to credit SFSD for the utility costs, related to each energy conservation violation, in which energy usage exceed

normal daily baseline usage by a percentage determined by both SFSD and the Contractor (see Section II.T).

R. Assignment

1. The Contractor's rights and obligations cannot be transferred or subcontracted without the written approval from the SFSD.

2. The SFSD by this agreement incurs no liability to third persons for payment of any compensation provided herein to Contractor.

S. Rights of Inspection and Grievances

1. Inspections:

   a. The Sheriff, or his designated representatives, may, for security, sanitation, food standards, quality of food preparation and service, Contractor employee performance or any other valid reason, conduct unannounced inspections of the facilities used in the performance of the contract. Please note that the SFSD's dietitian is included in this designation. Inspections may occur on weekdays, weekends, and holidays. If Contractor's General Manager is not on-site at the time of SFSD representative's unannounced arrival, then any other Contractor employee is expected to co-operate with this requirement.
   b. After each inspection, the Contractor will be advised in writing of an unsatisfactory condition for which the Contractor is responsible.
   c. 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.
   d. The Contractor will be required to maintain sufficient records to establish a verifiable audit trail that the required number of meals have been properly prepared with the proper amount and type (per approved specifications) of ingredients and portioned for the number of inmates present.

2. Grievances:

   a. All food service complaints by inmates and staff will be submitted in writing to the Facility Commander to be logged in, and then forwarded to the Contractor's Manager.
   b. Contractor will provide a suggested grievance tracking and response system in their proposal.

T. Credit for Non or Partial Performance

1. If, after written complaints have been submitted to the Contractor by the SFSD as provided for in Section II. S, Right of Inspection and Grievances, the SFSD determines that one or more substantial contract violations continue to occur, the SFSD shall have the right to require the Contractor to issue monthly or accounting period billing credits commensurate with the value lost.

2. Those violations considered substantial to the SFSD are presented as follows:

   a. The Contractor has failed to prepare all or portions of the meal using the specific recipe, ingredient amounts proportionate to the number of persons to be served, improper preparation and/or rethermalization procedures (for advance preparation and convenience items), improper storage techniques and other points directly related to adherence to serving the menu specified.
   b. The Contractor, through improper or inconsistent supervision, has failed to provide the specified portions to the inmates and/or the staff.
   c. The Contractor has failed to adhere to its minimum purchase specifications.
   d. The Contractor has willfully refused to utilize Federal Government Surplus Commodities.
   e. The Contractor has, through circumstances within its control, caused all or portions of a meal to become contaminated.
   f. The Contractor has, through circumstances within its control, failed to maintain the kitchen, staff dining room (if applicable), food preparation and storage equipment and warehouse space and all preparation and service utensils in a clean, sanitary manner.
   g. The Contractor has, through circumstances within its control, failed to prevent any damage to the City and County and SFSD property, buildings or equipment.
   h. The Contractor fails to provide not less than two staff persons in the kitchen whenever inmates are present. The specific intent of this clause is to assure the Sheriff that adequate Contractor staff is available to perform the tasks that will permit them to actively supervise inmate workers (i.e., office or storeroom related tasks are not acceptable.)

3. The Contractor shall include in the proposal contingency plans to provide service in the face of unexpected events, i.e., power failure, fire, riot, lockdown, labor strikes, earthquakes, ice storms, terrorist attacks, or acts of God that would preclude normal operations or performance.

U. SFSD Responsibilities

1. Facilities and Equipment:

   a. The SFSD will permit the Contractor to use the existing capital equipment, which the SFSD deems necessary for food service and related activities.
   b. Given proof of adequate maintenance (see Section I. 1, Preventative Maintenance) the SFSD will replace equipment it has provided, as it deems necessary. Consideration will be based on the expected life span of the equipment as determined by the manufacturer or any extraordinary circumstance.

2. Utilities:

   a. The SFSD shall provide all utilities necessary for the performance of the food service operations.
   b. The SFSD shall not guarantee an uninterrupted supply of water, electricity, gas, heat, air-conditioning or phone service.
   c. The SFSD shall be diligent in restoring services following an interruption.
   d. The SFSD will provide one phone line in each kitchen, without charge, for local phone call usage only (Area Codes 415 and 650).
   e. The SFSD will permit the Contractor, at its expense, to add additional phone lines if the locations can support additional phone lines.
   f. The Contractor shall pay for on-going phone use of any additional lines it installs.
   g. The Contractor shall request, in writing, permission to add any additional phone lines and must have written permission from the Facility Commander prior to adding any additional phone lines.

3. Meal Counts:

   a. The SFSD will, upon request, provide accurate meal counts by location and type to Contractor for meals to be served to the inmates.
   b. This meal count will include bag meals for inmates who are in transit at the facility awaiting transportation, housing assignments or release.
   c. The SFSD shall provide the meal count for each housing unit.

4. The SFSD will provide ingress and egress to secure areas, subject to security requirements, for the Contractor's employees.

5. The SFSD will provide any office furnishings listed in the kitchen inventory by jail site in Appendix C - Exhibit 5.

6. If the Contractor wants to provide its own furniture and/or equipment for the offices, such equipment must be inventoried and a copy of the inventory provided to the Custody Division Commander.

7. Contractor employees may use the same break room as SFSD employees at their assigned jail facility.

8. The Contractor must submit, within its proposal, a transition plan for assuming control of the food service operations and such a plan must include:

    a. Transition plan that is no longer than 60 days
    b. Hiring and training of staff
    c. Completing the Jail Clearance process for staff
    d. Medical screening of staff
    e. Maintenance and equipment inspections
    f. Purchasing necessary equipment items
    g. Identifying Food and Goods suppliers
    h. Conducting a complete inventory
    i. Safety protocols
    j. Any other factors necessary to assure there is no operational or security break in the system during said transition.

9. The Contractor agrees to fully and actively cooperate with any subsequent Contractor so as to insure a smooth transition.

10. In the event of any question or conflict, the SFSD's decision shall be binding on both parties.

11. The Contractor will submit, in writing, within 15 days of the end of each fiscal quarter (September, December, March and June) to the Sheriff's Chief Financial Officer and the Custody Division Commander, a report of food service activity to include, but not limited to, the following:

    a. Submit a complete accounting of actual meals served including hot meals, bag lunches, religious and medical diets and snacks.
    b. Details of all preventative maintenance performed on each piece of equipment including type of service, date and name of firm that performed the service.
    c. Details of all repairs performed on each piece of equipment, including who performed the work and whether or not it was under warranty.
    d. Provide copies of all reports and records required to qualify for Federal Surplus Commodities.
    e. Financial (profit and loss) reports detailing the operations of San Francisco County Sheriff's Department's food service on a monthly/accounting period, as well as quarterly and year-to-date

summary basis. These statements must be the same as those produced by the Contractor in comparable management fee accounts.

f. Submit an assessment of the overall program strengths and weaknesses as well as recommendations for the improvement of food, service, cost control or other areas.

III. Submission Requirements

A. Time and Place for Submission of Proposals

Proposals must be received by 4:00 p.m. (PST), on **Wednesday, January 31, 2018**. Postmarks will not be considered in judging the timeliness of submissions. Proposals may be delivered electronically via the City's PeopleSoft system, or in person and left with **Henry Gong** or mailed to:

San Francisco Sheriff's Department - Finance
Attn: Henry Gong
1 Dr. Carlton B. Goodlett Pl. – Room 456
San Francisco, CA 94102

For hardcopy deliveries, Proposers shall submit **Four (4)** copies of the proposal and two copies, separately bound, of required CMD Forms in a sealed envelope clearly marked **Jail Food Service** to the above location. Proposals that are submitted by fax or email will not be accepted. Late submissions will not be considered.

B. Format

Hardcopy

Place proposals in three-ring binders for the review panel. Please use three-hole recycled paper, print double-sided to the maximum extent practical, use recycled paper that is comprised of minimum of 30% post-consumer materials, and bind the proposal with a binder clip, rubber band, or single staple, or submit it in a three-ring binder. Please do not bind your proposal with a spiral binding, glued binding, or anything similar. You may use tabs or other separators within the document.

For word processing documents, the department prefers that text be unjustified (i.e., with a ragged-right margin) and use a serif font (e.g., Times Roman, and not Arial), and that pages have margins of at least 1" on all sides (excluding headers and footers).

Please include a Table of Contents.

Electronic

Submit an electronic version of the proposal on a USB stick or via the City's PeopleSoft bidding system.

For word processing documents, the department prefers that text be unjustified (i.e., with a ragged-right margin) and use a serif font (e.g., Times Roman, and not Arial), and that pages have margins of at least 1" on all sides (excluding headers and footers).

Please include a Table of Contents.

C. Written Proposal and Price Proposal - Content

Firms interested in responding to this RFP must submit the following information, in the order specified below: Your written proposal shall not exceed **48** pages.

1. **Table of Contents (1 page)**

All pages of the proposal, including all enclosures, must be clearly and consecutively numbered, and correspond to the Table of Contents.

2. **Introduction and Executive Summary (up to 2 pages)**

Submit a letter of introduction and executive summary of the proposal. The letter must be signed by a person authorized by your firm to obligate your firm to perform the commitments contained in the proposal. Submission of the letter will constitute a representation by your firm that your firm is willing and able to perform the commitments contained in the proposal.

3. **Project Approach (up to 30 pages)**

Describe the services and activities that your firm proposes to provide to the City. Include the following information:

a. Describe in detail the services that will be provided to deliver the overall Scope of Work under Section II of RFP SHF2018-01; and

b. Provide and submit a proposed six-week menu; and

c. Schedule and ability to complete the project within the City's required time frame; and

d. Assignment of work within your firm's work team.

4. **Firm Qualifications (up to 8 pages)**

Provide information on your firm's background and qualifications which addresses the following:

a. Name, address, and telephone number of a contact person; and

b. A brief description of your firm, as well as how any joint venture or association would be structured; and

c. A description of not more than four projects similar in size and scope prepared by your firm including client, reference and telephone numbers, staff members who worked on each project, budget, schedule and project summary. Descriptions should be limited to one page for each project. If joint consultants or sub-consultants are proposed provide the above information for each.

5. **Team Qualifications (up to 3 pages)**

a. Provide a list identifying: (1) each key person on the project team, (2) the project manager, (3) the role each will play in the project, and (4) a written assurance that the key individuals listed and identified will be performing the work and will not be substituted with other personnel or reassigned to another project without the City's prior approval.

b. Provide a description of the experience and qualifications of the project team members, including brief resumes if necessary.

6. **References (up to 4 pages)**

Provide references for the projects that comprise your minimum qualifications. Proposer's references will be used to confirm and verify that proposer has met the minimum qualifications. Provide references for previous projects completed of similar size and scope to SFSD. If possible, similar projects completed for other Northern California law enforcement agencies or any California law enforcement agency. Proposer must utilize **APPENDIX E – Reference Form to submit references.** The Proposer must provide reference to at least **two (2)** but no more than **four (4)** recent clients (preferably other public agencies).

By including these references, proposers are representing that the references are familiar with proposer's work and experience, and references will be truthful in any representations.

A maximum of three clients, per Proposer, will be randomly picked by the RFP administrator, Henry Gong, and will be contacted and requested to respond to the APPENDIX F – Reference Check form. These responses will be evaluated by the panel and assigned points.

7. **Price Proposal (35 Points Possible)**

The City intends to award this contract to the firm that it considers will provide the best overall program services. The City reserves the right to accept other than the lowest priced offer and to reject any proposals that are not responsive to this request.

The Contractor will be compensated monthly on a per meal basis. Per meal cost must include all necessary service items such as disposable plates, cups, napkins, disposable utensils, condiments, and coffee, etc. The Sheriff agrees to a request for a price per meal cost adjustment after the first 24 months of the contract, provided that such request does not result in an annual projected cost increase in excess of the increase justified in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index, San Francisco Area Away from Home Food.

Please provide a fee proposal in a separate sealed envelope or electronic folder and in the format specified in **Appendix G: Price Proposal Format** that includes the following:

a. Per Meal Price – Inmate Meal with a Hot Breakfast, a Hot Dinner, and a Cold Lunch (two hot meals and one cold meal)
$_____(8 pts)

b. Per Meal Price – Inmate Meal with a Cold Breakfast, a Cold Lunch, and a Hot Dinner (two cold meals and one hot meal)
$_____(8 pts)

c. Per Cup Price – Coffee service for Inmate Breakfast Meal
$_____(6 pts)

d. Per Meal Price – Staff Meal $_____(5 pts)

e. Per Month Fee – Coffee Service $_____(4 pts)

f. Per Month Fee - Garbage Service $_____(4 pts)

Each fee proposal will be scored with the following formula:

Score = (Lowest Proposed price / Proposer's price) x (max Price points possible)

g. *In the event Staff select just the following side items in lieu of a full Staff Meal, the items will be charged separately, and not as a full meal. Please provide pricing on the following side orders:

i.	Cold Cereal	$_____
ii.	Milk (1% 1/2pt)	$_____
iii.	Oatmeal Cup	$_____
v.	Orange Juice/Fruit Punch	$_____
vi.	Assorted Chips	$_____
vii.	Yogurt	$_____
viii.	Cookies	$_____
ix.	Salad	$_____

h. *Hourly wage rates for Contractors

**The following submissions will not be used in the proposal evaluation. To ensure understanding of Section VII. C – Minimum Compensation Ordinance (MCO), please complete the following hourly pay rates for all Contractor employees performing work for the contract (service managers, service supervisor, cooks, servers, transporters, etc.).

i.	Per hour rate, Cook	$_____
ii.	Per hour rate, Server	$_____
iii.	Per hour rate, Transporter	$_____
iv.	Per hour rate, ("fill-in" if required)	$_____
v.	Per hour rate, ("fill-in" if required)	$_____
vi.	Per hour rate, ("fill-in" if required)	$_____

8. **Certification of Headquarters in Accordance with Administrative Code Chapter 12X.**

Proposals should contain the following statement:

"I certify that my company is headquartered at the following address __ _____. I will notify the City if my company's headquarters moves."

IV. Evaluation and Selection Criteria

A. Minimum Qualifications

The successful bidder as a result of a contract with the San Francisco County Sheriff's Department must meet the following objectives. Any proposal that does not demonstrate that the Contractor meets these minimum requirements by the deadline for submittal of proposals will be considered non-responsive and may not be eligible for award of the contract.

1. Contractor must provide a comprehensive culinary program, including ServSafe training and certification, for prisoners working in the jail kitchens and participating in jail educational programs. Contract must affirm this program will be coordinated through the jail education program (Five Keys Charter School) and/or Five Keys' post-release program, and will include a job placement component.
2. Contractors proposal response must affirm the service and food quality offered will meet established nutritional and health standards included in the California BSCC Title 15 Minimum Jail Standards, Article 12 Food.
3. Contractor must have at least five (5) years of experience providing food service operations in jails or prisons.
4. Contractor must provide proof of successful, current or past, food services management and operations to at least one (1) jail or prison the size of the City and county of San Francisco's jail system with an inmate population equaling 1,300 inmates or more.
5. Contractor must currently manage and operate an Inmate Food Service with minimum annual gross sales of $1,000,000.
6. The Contractor's proposal must state all staff provided by Contractor will be professionally trained and familiar with correctional food service operations; a registered dietitian must be included in the staffing.
7. Contractor must warrant the possession of all licenses and/or permits required by the laws and regulations of the United States, the State of California, and the SFSD and County of San Francisco ("SFSD") to provide inmate food services.
8. Contractor must provide assurances (such as an independent audit or yearly financial statement) that they are in good financial condition, and must have a demonstrated organization capability to administer public funds.
9. Contractor shall propose a timeline and transition plan to show how they will handle food services delivery in a seamless fashion. An evaluation will be made of the likelihood that Contractor's implementation plan will meet the SFSD's requirements.

10. Contractor must attend the Mandatory Pre-Proposal Conference and facilities tour.

Proposals should clearly demonstrate that the qualifications are met. Insufficient or incomplete information will result in a proposal being considered non-responsive and will not be eligible for award of the contract. If required information is complete, but the department determines that the proposer does not meet minimum qualifications, proposer may be deemed non-responsible.

B. Selection Criteria

The proposals will be evaluated by a selection committee comprised of parties with expertise in managing jail facilities and jail programs. The City intends to evaluate the proposals generally in accordance with the criteria itemized below. The evaluation panel will convene and review all proposals received by the due date and time. Upon completion of the review, the panelists will assign points, as outlined below. Up to **three (3)** of the firms with the highest scoring written proposals may be interviewed by the committee to make the final selection. The award will be made to the Contractor with the highest number of total points.

The Sheriff's Department intends to award this contract to the agency that they consider will provide the best overall inmate meal service. The Sheriff's Department reserves the right to accept an offer from other than the Contractor with the lowest meal fee proposal.

1. Overall Evaluation Process

The evaluation process will consists of the phases specified below with the following allocation of points

Evaluation Phase	**Maximum Points**
Screening of Minimum Qualifications	Pass/Fail
Written Proposal	60 possible points
Price Proposal	35 possible points
Oral Interview	5 possible points
TOTAL	**100 possible points**

Screening of Minimum Qualifications

Each proposal will be reviewed for initial determinations on whether Proposer meets minimum qualifications referenced in Section IV. A of this RFP. Proposals will not be scored during the screening of Minimum Qualifications. This screening is simply a pass or fail determination as to whether the proposer has met the minimum qualifications. A proposal that fails to meet the minimum qualifications will not be eligible for consideration in the evaluation process. **Proposer must ensure to clearly demonstrate and detail, in the Written Proposal, that the qualifications are met.** The City reserves the right to request

clarifications from proposers prior to rejecting a proposal for failure to meet the minimum qualifications. Clarifications are limited exchanges between the City and Proposer for the purpose of clarifying certain aspects of the proposal and will not provide a proposer the opportunity to revise or modify its proposals. Only proposals that meet the minimum qualifications can proceed to the next evaluation phases.

Written Proposal Evaluation (60 points possible)

The proposals will be evaluated by a selection committee comprised of parties with expertise in the needed services. The City intends to evaluate the proposals generally in accordance with the criteria itemized below.

a. Project Approach (30 points possible)
   - i. Thorough understanding of the purpose and scope of the project, deliverables, and the tasks to be performed, etc.
   - ii. Provide a logical approach to fulfilling the requirements of the RFP.
   - iii. Proposer shall include an effective transition plan to begin service within 60 days of contract start.
   - iv. Reasonableness of work schedule and project approach.

b. Assigned Project Staff 15 points possible)
   - i. Recent experience of staff assigned to the project and a description of the tasks to be performed by each staff person; and
   - ii. Professional qualifications and education; and
   - iii. Workload, staff availability and accessibility.

c. Experience of Firm and Sub-consultants (15 points possible)
   - i. Expertise of the firm and sub-consultants in the fields necessary to complete the tasks; and
   - ii. Quality of recently completed projects, including adherence to schedules, deadlines and budgets; and
   - iii. Experience with similar projects; and
   - iv. Results of reference checks responses (APPENDIX F)

Price Proposal (35 points possible)

The City intends to award this contract to the firm that it considers will provide the best overall services. The City reserves the right to accept other than the lowest priced offer and to reject any proposals that are not responsive to this request.

i. Per Meal Price - Inmate Meal – Hot Breakfast, Cold Lunch, and Hot Dinner $ ____(8 pts possible)

ii. Per Meal Price – Inmate Meal - Cold Breakfast, Cold Lunch, and Hot Dinner $_____ (8 pts possible)

iii. Per Cup Price – Inmate Coffee Service with Breakfast Meal $ ____(6 pts possible)

iv. Per Meal Price - Staff Meal $_____(5 pts possible)

v. Staff Coffee Service fee – per month $___(4 pts possible)

vi. Garbage Service fee – per month $_____(4 pts possible)

The Price Proposal score will be determined by the equation below and will be based on the total price proposal.

Score = (Lowest Proposed price / Proposer's price) x (max Price points possible)

Oral Interview (5 points)

Following the evaluation of the written proposals, the **top three (3)** proposers receiving the highest written proposal scores may be invited to an oral interview. The interview will consist of standard questions asked of each of the **three (3)** proposers that received the highest written proposal scores. Proposers interviewed will be awarded points between 5 and 0. Vendors who are not invited to interview will receive zero points. If no interviews are conducted all Proposers will receive 5 points.

Following the evaluation of the written proposals, both scores will then be tabulated and proposers will be ranked starting with the proposer receiving the highest score, then continuing with the proposer receiving the second highest score, and so on. The **three (3)** proposers receiving the highest scores may be invited to an oral interview. The City will determine the format and the scoring criteria to be used during the interview. The interview will consist of either or both standard questions asked of each of the proposers, and may include questions of clarification for specific proposals. The selection panel will evaluate each proposer based on their presentation and/or responses. After the oral interview, the City will combine all scores, rank the proposers and select the highest ranked proposer to enter into agreement with.

V. Pre-proposal Conference and Contract award

A. Pre-Proposal Conference

Proposers must attend a pre-proposal conference and facilities tour on **Friday, January 19, 2018**, at **9:00 am** to be held at **County Jail #1, 425 7th Street, San Francisco, Lobby Conference Room.** Each Contractor may have no more than two representatives at the pre-proposal conference held at the beginning of the jail tour. Because of jail security, only one agency representative shall be allowed on the jail tour. This representative must provide a valid California or out of state Driver's License or state identification cards prior to jail entry.

The conference will convene promptly at 9:00 am with an introduction and review of the RFP. This will be followed by a jail tour of County Jails #3 and #4 located at 850 Bryant Street (within walking distance of 425 7th Street). At the conclusion of the San Francisco jails tour, the tour will commence at the San Bruno jail facilities at #1 Moreland Drive, San Bruno. The Sheriff's Department will not be providing transportation to or from the San Bruno jail facilities. It takes approximately 45 minutes to travel between jails. The approximate time to conduct the pre-proposal conference and jail tour is five hours, but the schedule is subject to change, as may be required due to facility operational needs. Any Contractor that has not attended the pre-proposal conference and jail tour will be considered non-responsive to the requirements of the RFP, and will not have their proposal evaluated. All questions regarding the RFP will be noted and answered via a Bid Addendum, which will be posted on the Supplier Portal website at https://sfsupplierportal.sfgov.org.

All questions will be addressed at this conference and any available new information will be provided at that time. If you have further questions regarding the RFP, please contact the individual designated in Section VI.B.

Question and Answer Period

Proposers shall submit all questions concerning this Request for Proposal in writing by email only during the Question and Answer Period, ending **Tuesday, January 23, 2018**, no later than **12:00 pm** PST and directed to: **henry.gong@sfgov.org.** Questions and Answers will be posted publically. All questions concerning the RFP or process shall be submitted no later than 72 hours prior to the proposal deadline.

HENRY GONG, ADMINISTRATIVE ANALYST
City and County of San Francisco
SHERIFF'S DEPARTMENT
1 DR. CARLTON B. GOODLETT PLACE; ROOM 456
SAN FRANCISCO, CA 94102
henry.gong@sfgov.org

Please reference RFP No. SHF2018-01.

The Pre-Proposal Conference will begin at the time specified, and company representatives are urged to arrive on time. Topics already covered will not be repeated for the benefit of late arrivals. Failure to attend the Pre-bid Conference shall not excuse the successful Proposer from any obligations of the contract. Written Bid Addendum will execute any change or addition to the requirements contained in this RFP, as a result of the Pre-Proposal Conference. It is the responsibility of the Proposer to check for any RFP Addendums, Q&A postings, and other updates which will be posted on the City's Bid and Contracts website:

https://sfsupplierportal.sfgov.org/

B. Contract Award

The Sheriff's Department will select a proposer with whom Sheriff's Department staff shall commence contract negotiations. The selection of any proposal shall not imply acceptance by the City of all terms of the proposal, which may be subject to further negotiations and approvals before the City may be legally bound thereby. If a satisfactory contract cannot be negotiated in a reasonable time the Sheriff's Department, in its sole discretion, may terminate negotiations with the highest ranked proposer and begin contract negotiations with the next highest ranked proposer.

VI. Terms and Conditions for Receipt of Proposals

A. Errors and Omissions in RFP

Proposers are responsible for reviewing all portions of this RFP. Proposers are to promptly notify the Department, in writing, if the proposer discovers any ambiguity, discrepancy, omission, or other error in the RFP. Any such notification should be directed to the Department promptly after discovery, but in no event later than 72 hours prior to the date that proposals are due. Modifications and clarifications will be made by addenda as provided below.

B. Inquiries Regarding RFP

Proposers shall submit all questions concerning this Contract Proposal, scope of services or requirements in writing by email only during the Question and Answer Period, ending **Tuesday, January 23, 2018** no later than **12:00 pm** PST and directed to: **henry.gong@sfgov.org**. All Proposer questions concerning the bid process shall be submitted no later than 72 hours prior to the bid deadline. Proposers who fail to do so will waive all further rights to protest, based on these specifications and conditions.

C. Objections to RFP Terms

Should a proposer object on any ground to any provision or legal requirement set forth in this RFP, the proposer must, not less than 72 hours prior to the RFP deadline, provide written notice to the Department setting forth with specificity the grounds for the objection. The failure of a proposer to object in the manner set forth in this paragraph shall constitute a complete and irrevocable waiver of any such objection.

D. Change Notices

The Department may modify the RFP, prior to the proposal due date, by issuing an Addendum to the RFP, which will be posted on the website. The proposer shall be responsible for ensuring that its proposal reflects any and all Bid Addendum(s) issued by the Department prior to the proposal due date regardless of when the proposal is submitted. Therefore, the City recommends that the proposer consult the website frequently, including shortly before the proposal due date, to determine if the proposer has downloaded all Bid Addendum(s). It is the responsibility of the proposer to check for any Addendum, Questions and Answers, and updates, which will be posted on the City's Supplier Portal website: **http://sfsupplierportal.sfgov.org/**

E. Term of Proposal

Submission of a proposal signifies that the proposed services and prices are valid for 180 calendar days from the proposal due date and that the quoted prices are genuine and not the result of collusion or any other anti-competitive activity. At Proposer's election, the proposal may remain valid beyond the 180 day period in the circumstance of extended negotiations.

F. Revision of Proposal

A proposer may revise a proposal on the proposer's own initiative at any time before the deadline for submission of proposals. The proposer must submit the revised proposal in the same manner as the original. A revised proposal must be received on or before, but no later than the proposal due date and time.

In no case will a statement of intent to submit a revised proposal, or commencement of a revision process, extend the proposal due date for any proposer.

At any time during the proposal evaluation process, the Department may require a proposer to provide oral or written clarification of its proposal. The Department reserves the right to make an award without further clarifications of proposals received.

G. Errors and Omissions in Proposal

Failure by the Department to object to an error, omission, or deviation in the proposal will in no way modify the RFP or excuse the vendor from full compliance with the specifications of the RFP or any contract awarded pursuant to the RFP.

H. Financial Responsibility

The City accepts no financial responsibility for any costs incurred by a firm in responding to this RFP. Submissions of the RFP will become the property of the City and may be used by the City in any way deemed appropriate.

I. Proposer's Obligations under the Campaign Reform Ordinance

Proposers must comply with Section 1.126 of the S.F. Campaign and Governmental Conduct Code, which states:

No person who contracts with the City and County of San Francisco for the rendition of personal services, for the furnishing of any material, supplies or equipment to the City, or for selling any land or building to the City, whenever such transaction would require approval by a City elective officer, or the board on which that City elective officer serves, shall make any contribution to such an officer, or candidates for such an office, or committee controlled by such officer or candidate at any time between commencement of negotiations and the later of either (1) the termination of negotiations for such contract, or (2) three months have elapsed from the date the contract is approved by the City elective officer or the board on which that City elective officer serves.

If a proposer is negotiating for a contract that must be approved by an elected local officer or the board on which that officer serves, during the negotiation period the proposer is prohibited from making contributions to:

- the officer's re-election campaign
- a candidate for that officer's office
- a committee controlled by the officer or candidate.

The negotiation period begins with the first point of contact, either by telephone, in person, or in writing, when a contractor approaches any city officer or employee about a particular contract, or a city officer or employee initiates communication with a potential contractor about a contract. The negotiation period ends when a contract is awarded or not awarded to the contractor. Examples of initial contacts include: (1) a vendor contacts a city officer or employee to promote himself or herself as a candidate for a contract; and (2) a city officer or employee contacts a contractor to propose that the contractor apply for a contract. Inquiries for information about a particular contract, requests for documents relating to a Request for Proposal, and requests to be placed on a mailing list do not constitute negotiations.

Violation of Section 1.126 may result in the following criminal, civil, or administrative penalties:

1. Criminal. Any person who knowingly or willfully violates section 1.126 is subject to a fine of up to $5,000 and a jail term of not more than six months, or both.

2. Civil. Any person who intentionally or negligently violates section 1.126 may be held liable in a civil action brought by the civil prosecutor for an amount up to $5,000.

3. Administrative. Any person who intentionally or negligently violates section 1.126 may be held liable in an administrative proceeding before the Ethics Commission held pursuant to the Charter for an amount up to $5,000 for each violation.

For further information, proposers should contact the San Francisco Ethics Commission at (415) 581-2300.

J. Sunshine Ordinance

In accordance with S.F. Administrative Code Section 67.24(e), contractors' bids, responses to RFPs and all other records of communications between the City and persons or firms seeking contracts shall be open to inspection immediately after a contract has been awarded. Nothing in this provision requires the disclosure of a private person's or organization's net worth or other proprietary financial data submitted for qualification for a contract or other benefits until and unless that person or organization is awarded the contract or benefit. Information provided which is covered by this paragraph will be made available to the public upon request.

K. Public Access to Meetings and Records

If a proposer is a non-profit entity that receives a cumulative total per year of at least $250,000 in City funds or City-administered funds and is a non-profit organization as defined in Chapter 12L of the S.F. Administrative Code, the proposer must comply with Chapter 12L. The proposer must include in its proposal (1) a statement describing its efforts to comply with the Chapter 12L provisions regarding public access to proposer's meetings and records, and (2) a summary of all complaints concerning the proposer's compliance with Chapter 12L that were filed with the City in the last two years and deemed by the City to be substantiated. The summary shall also describe the disposition of each complaint. If no such complaints were filed, the proposer shall include a statement to that effect. Failure to comply with the reporting requirements of Chapter 12L or material misrepresentation in proposer's Chapter 12L submissions shall be grounds for rejection of the proposal and/or termination of any subsequent Agreement reached on the basis of the proposal.

L. Reservations of Rights by the City

The issuance of this RFP does not constitute an agreement by the City that any contract will actually be entered into by the City. The City expressly reserves the right at any time to:

1. Waive or correct any defect or informality in any response, proposal, or proposal procedure;
2. Reject any or all proposals;
3. Reissue a Request for Proposals;
4. Prior to submission deadline for proposals, modify all or any portion of the selection procedures, including deadlines for accepting responses, the specifications or requirements for any materials, equipment or services to be provided under this RFP, or the requirements for contents or format of the proposals;
5. Procure any materials, equipment or services specified in this RFP by any other means; or
6. Determine that no project will be pursued.

M. No Waiver

No waiver by the City of any provision of this RFP shall be implied from any failure by the City to recognize or take action on account of any failure by a proposer to observe any provision of this RFP.

N. Local Business Enterprise Goals and Outreach

The requirements of the Local Business Enterprise and Non-Discrimination in Contracting Ordinance set forth in Chapter 14B of the San Francisco Administrative Code as it now exists or as it may be amended in the future (collectively the "LBE Ordinance") shall apply to this RFP.

Each solicitation process requires a **new submittal of CMD Attachment 2 forms** at the following link, located under the heading "Attachment 2: Requirements for Architecture, Engineering, & Professional Services Contracts":

http://www.sfgsa.org/index.aspx?page=6135

(1) Form 2A-CMD Contract Participation Form
(2) Form 2B- CMD "Good Faith Outreach" Requirements Form
(3) Form 3- CMD Non-Discrimination Affidavit
(4) Form 4- CMD Joint Venture Form (if applicable), and
(5) Form 5- CMD Employment Form

Please submit Forms 2A, 2B, 3 and 5 (and Form 4 if Joint Venture response) with your Response Package. The forms should be part of the "Original" of your response. The forms should have original signatures.

If these forms are not returned with the response, the response may be determined to be non-responsive and may be rejected.

1. Local Business Enterprise Goals and Outreach

The requirements of the Local Business Enterprise (LBE) and Non-Discrimination in Contracting Ordinance set forth in Chapter 14B of the S.F. Administrative Code as it now exists or as it may be amended in the future (collectively the "LBE Ordinance") shall apply to this solicitation. More information regarding these requirements can be found at:

http://www.sfgov.org/cmd

2. LBE Sub-consultant Participation Requirement

Please refer to San Francisco Administrative Code Chapter 14B and *CMD Attachment 2* for information concerning the City's LBE program.

The LBE sub-consulting goal is **0** % of the total value of the goods and/or services to be procured. Sub-consulting goals can only be met with CMD-certified Small or Micro-LBEs located in San Francisco.

3. Link to LBE Sub-consultant Directory

This link takes you to a directory of current Local Business Enterprises.

http://mission.sfgov.org/hrc_certification/

4. Good Faith Outreach to Select LBE Sub-consultants

Each firm responding to this solicitation shall demonstrate in its response that it has used good-faith outreach to select LBE sub-consultants as set forth in S.F. Administrative Code §§14B.8 and 14B.9, and shall identify the particular LBE sub-consultants solicited and selected to be used in performing the contract. For each LBE identified as a subcontractor, the response must specify the value of the participation as a percentage of the total value of the goods and/or services to be procured, the type of work to be performed, and such information as may reasonably be required to determine the responsiveness of the response. LBEs identified as sub-consultants must be certified with the Contract Monitoring Division at the time the response is due, and must have been contacted by the (prime contractor) prior to listing them as subcontractors in the response. Any response that does not meet the requirements of this paragraph will be non-responsive.

5. Documentation of Good Faith Outreach Efforts

In addition to demonstrating that it will achieve the level of sub-consulting participation required by the contract, a Respondent shall also undertake and document in its submittal the good faith efforts required by Chapter 14B.8(C) & (D) and CMD Attachment 2, Requirements for Architecture, Engineering and Professional Services Contracts.

Responses which fail to comply with the material requirements of S.F. Administrative Code §§14B.8 and 14B.9, CMD Attachment 2 and this solicitation will be deemed non-responsive and will be rejected. During the term of the contract, any failure to comply with the level of LBE sub-consultant participation specified in the contract shall be deemed a material breach of contract.

Note: If Respondent meets/exceeds LBE participation by 35% (i.e. 31.05% LBE participation for this contract), Good Faith Outreach documentation is not required.

6. LBE Participation and Rating Bonuses

The City strongly encourages responses from qualified LBEs. Pursuant to Chapter 14B, the following rating bonuses will be in effect for the award of this project for any Respondents who are certified as a Small or Micro-LBE, or joint ventures where the joint venture partners are in the same discipline and have the specific levels of participation as identified below. Certification applications may be obtained by calling (415) 581-2310. The rating bonus applies at each phase of the selection process. The application of the rating bonus is as follows:

a) A 10% bonus to a Small or Micro LBE—including Non-Profit; or a joint venture between or among LBEs; or
b) A 5% bonus to a joint venture with LBE participation that equals or exceeds 35%, but is under 40%;
c) A 7.5% bonus to a joint venture with LBE participation that equals or exceeds 40%;

Joint Venture Rating Bonus If applying for a rating bonus as a joint venture, the LBE must be an active partner in the joint venture and perform work, manage the job and take financial risks in proportion to the required level of participation stated in the response, and must be responsible for a clearly defined portion of the work to be performed and share in the ownership, control, management responsibilities, risks, and profits of the joint venture. The

portion of the LBE joint venture's work shall be set forth in detail separately from the work to be performed by the non-LBE joint venture partner. The LBE joint venture's portion of the contract must be assigned a commercially useful function.

7. **Application of the Rating bonus**:

The following rating bonus shall apply at each stage of the selection process, i.e., qualifications, proposals, and interviews:

a) Contracts with an Estimated Cost in Excess of $10,000 and Less Than or Equal To $400,000. A 10% rating bonus will apply to any proposal submitted by a CMD certified Small or Micro LBE. Proposals submitted by SBA-LBEs are not eligible for a rating bonus.

b) Contracts with an Estimated Cost in Excess of $400,000 and Less Than or Equal To $10,000,000. A 10% rating bonus will apply to any proposal submitted by a CMD certified Small or Micro-LBE. Pursuant to Section 14B.7(E), a 5% rating bonus will be applied to any proposal from an SBA-LBE, except that the 5% rating bonus shall not be applied at any stage if it would adversely affect a Small or Micro-LBE proposer or a JV with LBE participation.

c) Contracts with an Estimated Cost In Excess of $10,000,000 and Less Than or Equal To $20,000,000. A 2% rating bonus will apply to any proposal submitted by a Small LBE, Micro LBE and SBA-LBE.

d) The rating bonus for a Joint Venture ("JV") with LBE participation that meets the requirements of Section 2.02 below is as follows for contracts with an estimated cost of in excess of $10,000 and Less Than or Equal to $10,000,000:

   i. 10% for each JV among Small and/or Micro LBE prime proposers.

   ii. 5% for each JV which includes at least 35% (but less than 40%) participation by Small and/or Micro-LBE prime proposers.

   iii. 7.5% for each JV that includes 40% or more in participation by Small and/or Micro-LBE prime proposers.

   iv. The rating bonus will be applied by adding 5%, 7.5%, or 10% (as applicable) to the score of each firm eligible for a bonus for purposes of determining the highest ranked firm. Pursuant to Chapter 14B.7(F), SBA-LBEs are not eligible for the rating bonus when joint venturing with a non LBE firm. However, if the SBA-LBE joint ventures with a Micro-LBE or a Small-LBE, the joint venture will be entitled to the joint venture rating bonus only to the extent of the Micro-LBE or Small-LBE participation described in Section 2.01B.4b. and c. above.

e) The rating bonus does not apply for contracts estimated by the Contract Awarding Authority to exceed $20 million.

The rating bonus/bid discount does not apply for contracts estimated by the Contract Awarding Authority to exceed $20 million.

8. CMD Contact

If you have any questions concerning the CMD Forms and to ensure that your response is not rejected for failing to comply with S.F. Administrative Code Chapter 14B requirements, please call **Lupe Arreola, the CMD Contract Compliance Officer for this solicitation at (415) 558-4059 or by e-mail at lupe.arreola@sfgov.org; or the main CMD phone number (415) 581-2310.** The forms will be reviewed prior to the evaluation process.

VII. Contract Requirements

A. Standard Contract Provisions

The successful proposer will be required to enter into a contract substantially in the form of the Agreement for Professional Services, attached hereto as Appendix B. Failure to timely execute the contract, or to furnish any and all insurance certificates and policy endorsement, surety bonds or other materials required in the contract, shall be deemed an abandonment of a contract offer. The City, in its sole discretion, may select another firm and may proceed against the original selectee for damages.

B. Nondiscrimination in Contracts and Benefits

The successful proposer will be required to agree to comply fully with and be bound by the provisions of Chapters 12B and 12C of the San Francisco Administrative Code. Generally, Chapter 12B prohibits the City and County of San Francisco from entering into contracts or leases with any entity that discriminates in the provision of benefits between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of employees. The Chapter 12C requires nondiscrimination in contracts in public accommodation. Additional information on Chapters 12B and 12C is available on the CMD's website at http://sfgov.org/cmd/.

C. Minimum Compensation Ordinance (MCO)

The successful proposer will be required to agree to comply fully with and be bound by the provisions of the Minimum Compensation Ordinance (MCO), as set forth in S.F. Administrative Code Chapter 12P. Generally, this Ordinance requires contractors to provide employees covered by the Ordinance who do work funded under the contract with hourly gross compensation and paid and unpaid time off that meet certain minimum requirements. For the amount of hourly gross compensation currently required under the MCO, see www.sfgov.org/olse/mco. Note that this hourly rate may increase on January 1 of each year and that contractors will be required to pay any such increases to covered employees during the term of the contract.

Additional information regarding the MCO is available on the web at www.sfgov.org/olse/mco.

D. Health Care Accountability Ordinance (HCAO)

The successful proposer will be required to agree to comply fully with and be bound by the provisions of the Health Care Accountability Ordinance (HCAO), as set forth in S.F. Administrative Code Chapter 12Q. Contractors should consult the San Francisco Administrative Code to determine their compliance obligations under this chapter. Additional information regarding the HCAO is available on the web at www.sfgov.org/olse/hcao.

E. First Source Hiring Program (FSHP)

If the contract is for more than $50,000, then the First Source Hiring Program (Admin. Code Chapter 83) may apply. Generally, this ordinance requires contractors to notify the First Source Hiring Program of available entry-level jobs and provide the Workforce Development System with the first opportunity to refer qualified individuals for employment.

Contractors should consult the San Francisco Administrative Code to determine their compliance obligations under this chapter. Additional information regarding the FSHP is available on the web at http://oewd.org/first-sourceand from the First Source Hiring Administrator, (415) 701-4848.

F. Conflicts of Interest

The successful proposer will be required to agree to comply fully with and be bound by the applicable provisions of state and local laws related to conflicts of interest, including Section 15.103 of the City's Charter, Article III, Chapter 2 of City's Campaign and Governmental Conduct Code, and Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California. The successful proposer will be required to acknowledge that it is familiar with these laws; certify that it does not know of any facts that constitute a violation of said provisions; and agree to immediately notify the City if it becomes aware of any such fact during the term of the Agreement.

Individuals who will perform work for the City on behalf of the successful proposer might be deemed consultants under state and local conflict of interest laws. If so, such individuals will be required to submit a Statement of Economic Interests, California Fair Political Practices Commission Form 700, to the City within ten calendar days of the City notifying the successful proposer that the City has selected the proposer.

VIII. Protest Procedures

A. Protest of Non-Responsiveness Determination

Within five working days of the City's issuance of a notice of non-responsiveness, any firm that has submitted a proposal and believes that the City has incorrectly determined that its proposal is non-responsive may submit a written notice of protest. Such notice of protest must be received by the City on or before the fifth working day following the City's issuance of the notice of non-responsiveness. The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the proposer, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

B. Protest of Non-Responsible Determination

Within five working days of the City's issuance of a notice of a determination of non-responsibility, a vendor that would otherwise be the lowest responsive proposer may submit a written notice of protest. The vendor will be notified of any evidence reflecting upon their responsibility received from others or adduced as a result of independent investigation. The vendor will be afforded an opportunity to rebut such adverse evidence, and will be permitted to present evidence that they are qualified to perform the contract. Such notice of protest must be received by the City on or before the fifth working day following the City's issuance of the notice of non-responsibility. The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the proposer, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

C. Protest of Contract Award

Within five working days of the City's issuance of a notice of intent to award the contract, any firm that has submitted a responsive proposal and believes that the City has incorrectly selected another proposer for award may submit a written notice of protest. Such notice of protest must be received by the City on or before the fifth working day after the City's issuance of the notice of intent to award.

The notice of protest must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the proposer, and must cite the law, rule, local ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

D. Delivery of Protests

All protests must be received by the due date. If a protest is mailed, the protestor bears the risk of non-delivery within the deadlines specified herein. Protests should be transmitted by a means that will objectively establish the date the City received the protest. Protests or notice of protests made orally (e.g., by telephone) will not be considered. Protests must be delivered to:

Henry Gong
San Francisco Sheriff's Department – Finance
City Hall – Room 456
1 Dr. Carlton B. Goodlett Pl.
San Francisco, CA 94102

Appendix A

Standard Forms

A. How to become Eligible to Do Business with the City:

Before the City can award any award any contract to a contractor, all vendors must meet the minimum requirements described below. There may be additional requirements placed upon a vendor depending on the type of good or service to be purchased.

B. Mandatory Forms:

At a minimum, in order to become eligible to do business with the City, a vendor must submit the following documents to the Vendor Support Division via the City's supplier portal located at https://sfcitypartner.sfgov.org/ :

1. Vendor Application Packet (includes *New Vendor Number Request Form* and *IRS Form W-9*)
2. CCSF Vendor - Business Registration (Electronic Submission - you must have a vendor number to complete)
3. CMD 12B-101 Declaration of Nondiscrimination in Contracts and Benefits

C. Vendor Eligibility and Invoice Payment:

Vendors must have a City-issued vendor number, have all compliance paperwork submitted and approved by the City, and have an executed contract or purchase order before payments can be made. Once a vendor number has been assigned, an email notification will be provided by the City's Vendor File Support Division. This notification will include instructions on how to sign up to receive payments through the City's supplier portal located at https://sfcitypartner.sfgov.org/ .

D. Vendor Eligibility Forms:

Form	Purpose/Info	Routing
CCSF Vendor - Business Registration (Electronic Submission - you must have a vendor number to complete)	This declaration is required for city vendors to determine if you are required to obtain a Business Registration Certificate.	https://sfcitypartner.sfgov.org/
Declaration of Nondiscrimination in Contracts and Benefits *with supporting documentation* (Form CMD-12B-101)	This Declaration is used by the City's Contract Monitoring Division to determine if a vendor offers benefits to employees. When a vendor offers benefits, it must be verified that all benefits, including insurance plans and leaves, are offered equally to employees with spouses and employees with	https://sfcitypartner.sfgov.org/

	domestic partners. For more information and assistance, please visit the City Administrator's **Contract Monitoring Division Equal Benefits** web page.	
Vendor Profile Application	Includes New Vendor Number Request Form and IRS Form W-9.	https://sfcitypartner.sfgov.org/

E. Supplemental Forms:

Form:	Required If:
Minimum Compensation Ordinance (MCO) Declaration (pdf)	You have at least $25,000 ($50,000 for non-profit organizations) in cumulative annual business with a City department or departments and have more than 5 employees, including employees of any parent, subsidiaries and subcontractors.
Health Care Accountability Ordinance (HCAO) Declaration (pdf)	You have at least $25,000 ($50,000 for non-profit organizations) in cumulative annual business with a City department or departments and have more than 20 employees (more than 50 employees for nonprofit organizations), including employees of any parent, subsidiaries or subcontractors.
Insurance Requirements (pdf)	The solicitation requires the successful proposer to demonstrate proof of insurance.
Payment (Labor and Material) Bond (pdf)	The solicitation requires the awarded vendor to post a Payment (Labor and Material) bond.
Performance Bond (pdf)	The solicitation requires the awarded vendor to post a Performance bond.
Local Business Enterprise Program Application (Contract Monitoring Division)	You desire to participate in the City's Local Business Enterprise Program which helps certain financially disadvantaged businesses increase their ability to compete effectively for City contracts

For further guidance, refer to the City's supplier training videos that are located online at: https://sfcitypartner.sfgov.org/ .

Appendix B

(P-600) Professional Services Contract (Separate Document)

Appendix C

Exhibit 1 through 6 (Separate Document)

Appendix D

San Francisco Sheriff's Department Jail Clearance Policy

ADMINISTRATION AND PROGRAMS DIVISION	Date Issued: 11/16/2011 Last Revised: 07/03/2014	Policy #: ADP 01-04
	Related Policies: SFSD 01-08 Jail Clearances	
POLICY AND PROCEDURE	Approved By: Kathy Gorwood, Chief Deputy #1319	
Chapter: 01 Background Investigations Unit	Title: Jail Clearances	

POLICY: It is the policy of the San Francisco Sheriff's Department (SFSD) to ensure individuals who provide health service, food service, legal counsel, religious counsel and other necessary and / or community services to the inmates have a method of obtaining an approved clearance to enter jail facilities.

PURPOSE: To provide guidelines on how to clear properly an individual requiring an Administrative or Long Term Jail Clearance for limited access or a specified period of time.

I. General:

A. An Administrative Jail Clearance is provided to an individual who requires limited access to jail facilities for the purpose of conducting repairs to equipment, job interviews, jail tours approved by the Sheriff, client interviews, and other legitimate reasons as deemed appropriate by a Facility Commander. An Administrative Jail Clearance has an expiration date and is provided after a criminal history and warrant check have been completed.

B. A Long Term Jail Clearance is provided by the SFSD after a criminal history check and fingerprints check. Such a clearance is provided to individuals who are authorized to provide a continuing service for the SFSD or who require ongoing clearance as a condition of their employment. A continuing service is defined as a minimum of three visits per week to any jail facility. This clearance has an expiration date and must be renewed annually.

C. A Facility Commander or designee may approve an Administrative Jail Clearance at the facility for a specific day or event.

D. The Custody Division Commander may approve an Administrative Jail Clearance for all jail facilities.

II. Procedures:

A. Administrative Jail Clearance requests shall be delivered to the Background Investigation Unit at least 48 hours prior to the anticipated start date by a person(s) authorized by the SFSD.

1. The investigator receiving the request will check the request form for completion.
2. The investigator shall conduct a complete criminal history inquiry to determine if the individual is eligible for jail clearance per the guidelines stated in policy and procedure SFSD 01-08 Jail Clearances and this policy.

3. The completed request form will be returned to the requesting person(s) stating whether or not the individual is eligible for a jail clearance.

B. Long Term Jail Clearance requests shall be delivered to the Background Investigation Unit by a person(s) authorized by the SFSD.

1. The investigator receiving the request will check the request form for completion.
2. The investigator shall conduct a complete criminal history inquiry to determine if the individual is eligible for jail clearance per the guidelines stated in policy and procedure SFSD 01-08 Jail Clearance and this policy.
3. Applicants for jail clearance shall make an appointment to be Live Scan fingerprinted.
4. The investigator will wait for fingerprint results before determining whether or not the applicant's clearance request is approved or denied.

C. Clearance requests will be denied if any of the following is determined while conducting a complete criminal justice information system query:

1. Any falsified document or statement on the application form.
2. An unverifiable address.
3. No valid picture identification.
4. Currently on active probation or parole.
5. Currently on Post Release Community Supervision as authorized by AB109 and any trailing legislation affecting the State's Realignment.
6. Currently on Court Mandated Supervision pursuant to a split sentence as authorized by AB109 and any trailing legislation affecting the State's Realignment.
7. Applicant is a convicted sex offender and is required to register as such.
8. Applicant is convicted of any type of sex crime against a minor.
9. Applicant falls under Section 115.11 of the Prison Rape Elimination Act (PREA).
10. Applicant has a felony conviction of 187 Penal Code (P.C.) or 192 P.C. or any subsection.
11. Applicant has committed any act(s) of terrorism as defined in sections 2331-2339D of the United States Code.
12. Applicant was convicted of a drug related, weapons related, gang-related or violence related felony within the last three years from the date of the application or any other felony within one year of the date of the application or, if no convictions, has an extensive criminal record (five or more arrests) with drugs or violent crimes within the previous five years.
13. Applicant has any felony charges pending adjudication.
14. Applicant was released from a county jail within the last year or a state prison within the last two years at the time of the application, pursuant to serving a sentence upon a conviction of a crime or parole violation.

15. Applicant has outstanding warrants, felony or misdemeanor, in or outside of California.
16. Traffic warrants (must be paid and proof of payment must be provided before a clearance is approved).
17. Applicant has had his / her jail clearance previously revoked by the SFSD.
18. A jail orientation class maybe required as part of the clearance process.

III. Revoked Clearances

A. A Long Term or Administrative Jail Clearance may be suspended or revoked if there is written documentation of a violation(s) of jail rules and / or SFSD rules and regulations including, but not limited to:

1. Introduction of contraband, including tobacco or tobacco products.
2. Sexual contact, consensual or not, within the jail, or any physical contact including, but not limited, hugging, kissing.
3. Use of jail access for purely social, non-business purposes; or
4. A violation of any federal, state, or local law.

B. A Facility Commander or designee may authorize the termination of a visit or interview if inappropriate conduct is observed.

C. A Facility Commander or designee may deny a jail clearance for any other articulable reason that indicates a possible threat to the security of the jail facility or behavior that has caused a disruption to jail operations.

IV. Exceptions To Revoked Clearances

A. Exceptions to this policy apply when an inmate who is in SFSD custody is participating in an in-custody program, is subsequently released from custody and continues in a post-release program capacity or job placement and is requesting access to the grounds of a jail and not access to inside a jail itself.

1. These exceptions are only for individuals who are on probation, parole, or Post Release Community Supervision following their release from SFSD custody.
   a. There are no exceptions for those who meet criteria under Section II - Procedures; numbers 7, 8, 9 and 10, while at the initial clearance level. Applicants may appeal through the appeal process as indicated in this policy.
2. Individuals seeking access inside the secure area of a jail under this section, who otherwise meet the criteria in section III. Revoked Clearances, subsection D. must obtain permission from either a facility or division commander prior to entry.
   a. If the individual is denied access inside the secure area of a jail by either the facility or division, that person may appeal the denial by forwarding a written request of appeal directly to the Undersheriff.

B. In the event that an Administrative or Long Term Jail Clearance request is denied, the applicant may appeal through the following chain of command:

1. Background Unit Supervisor

2. Custody Division Commander
3. Undersheriff
4. Sheriff

V. Post Revocation Procedures

A. When a Long Term or Administrative Jail clearance is revoked, the Jail Clearance Officer or investigator will send a notice for posting in all jail facilities.

B. The Jail Clearance Officer or investigator will remove the individual's name from the Jail Clearance List.

C. The Jail clearance Officer or investigator will notify the individual whose clearance was revoked and his/her employer if applicable. The individuals will also be ordered to surrender their San Francisco Sheriff's Department ID card (if issued) to the Jail clearance Officer at 120 14th St.

D. The ID card (if issued) will be confiscated from the individual if he / she attempt to gain access into any jail facility once clearance has been revoked.

VI. Forms

Administrative and Long Term Clearance Request Form

VII. Reference:

California Penal Code
AB 109
Prison Rape Elimination Act of 2003

Appendix E

REFERENCES
RFP SHF2018-01 Jail Food Service

Reference #1

Agency Name _____

Agency Address _____

Contract Person _____ **Contact Phone Number** _____

E-Mail _____ **Fax Number** _____

Number of Sites _____ **Number of Inmates** _____

Facility Type: Jail _____ Prison _____ Juvenile _____ Other _____

Contract Term: Original ____ Extension _____ Renewal _____ Rebid _____

Contract Period (contract Start Date and Expiration Date): _____

Description of the Services/Equipment Provided: _____

Select Contract Status: Current Contract _____ Prior Contract _____ Terminated Contract _____

Lost in Rebid _____ Other _____

If Contract was Terminated, specify by whom: Agency _____ Contractor _____

Reason for termination: _____

If Contract was Lost in Rebid, specify award recipient: _____

If Contract was Lost due to Other reason, specify: _____

REFERENCES

RFP SHF2018-01 Jail Food Service

Reference #2

Agency Name _____

Agency Address _____

Contract Person _____ **Contact Phone Number** _____

E-Mail _____ **Fax Number** _____

Number of Sites _____ **Number of Inmates** _____

Facility Type: Jail _____ Prison _____ Juvenile _____ Other _____

Contract Term: Original ____ Extension _____ Renewal _____ Rebid _____

Contract Period (contract Start Date and Expiration Date): _____

Description of the Services/Equipment Provided: _____

Select Contract Status: Current Contract _____ Prior Contract _____ Terminated Contract _____

Lost in Rebid _____ Other _____

If Contract was Terminated, specify by whom: Agency _____ Contractor _____

Reason for termination: _____

If Contract was Lost in Rebid, specify award recipient: _____

If Contract was Lost due to Other reason, specify: _____

REFERENCES

RFP SHF2018-01 Jail Food Service

Reference #3

Agency Name _____

Agency Address _____

Contract Person _____ **Contact Phone Number** _____

E-Mail _____ **Fax Number** _____

Number of Sites _____ **Number of Inmates** _____

Facility Type: Jail _____ Prison _____ Juvenile _____ Other _____

Contract Term: Original ____ Extension _____ Renewal _____ Rebid _____

Contract Period (contract Start Date and Expiration Date): _____

Description of the Services/Equipment Provided: _____

Select Contract Status: Current Contract _____ Prior Contract _____ Terminated Contract _____

Lost in Rebid _____ Other _____

If Contract was Terminated, specify by whom: Agency _____ Contractor _____

Reason for termination: _____

If Contract was Lost in Rebid, specify award recipient: _____

If Contract was Lost due to Other reason, specify: _____

REFERENCES

RFP SHF2018-01 Jail Food Service

Reference #4

Agency Name _____

Agency Address _____

Contract Person _____ **Contact Phone Number** _____

E-Mail _____ **Fax Number** _____

Number of Sites _____ **Number of Inmates** _____

Facility Type: Jail _____ Prison _____ Juvenile _____ Other _____

Contract Term: Original ____ Extension _____ Renewal _____ Rebid _____

Contract Period (contract Start Date and Expiration Date): _____

Description of the Services/Equipment Provided: _____

Select Contract Status: Current Contract _____ Prior Contract _____ Terminated Contract _____

Lost in Rebid _____ Other _____

If Contract was Terminated, specify by whom: Agency _____ Contractor _____

Reason for termination: _____

If Contract was Lost in Rebid, specify award recipient: _____

If Contract was Lost due to Other reason, specify: _____

Appendix F

San Francisco Sheriff's Department Jail Clearance Policy

OFFICE OF THE SHERIFF
CITY AND COUNTY OF SAN FRANCISCO

1 Dr. Carlton B. Goodlett Place
Room 456, City Hall
San Francisco, California 94102

Vicki L. Hennessy
Sheriff

RFP #SHF2018-01

Jail Food Service

APPENDIX F

REFERENCE CHECK FOR RFP #SHF2018-01, JAIL FOOD SERVICE

1. PROPOSER SUBMITTING REFERENCE INFORMATION:

_____

2. AGENCY PROVIDING REFERENCE:

CONTACT PERSON _____

EMAIL _____

ADDRESS _____

PHONE # _____

Signature of reference provider: _____

Phone: 415 554-7225 Fax: 415 554-7050
Website: sfsheriff.com Email: sheriff@sfgov.org

Question #1: Please state approximately how often, in a one year period, inmate meal delivery is late by over 30 minutes.

Question #2: Please state approximately how often, in a one year period, the temperature of inmate delivered meals is below the requirement.

Question #3: Does your meal provider conduct a yearly inmate satisfaction survey?

Question #4: What is your monthly estimate of inmate grievances related to food and food service?

Question #5: What is the estimate of monthly billing disputes, and is there a process in-place to provide resolution?

Question #6: On a scale of 1 to 10, with the most favorable being 10, how would you rate your inmate meal provider?

Question #7: Please provide the strengths and weaknesses of your Inmate Meal Service Provider.

Phone: 415 554-7225 Fax: 415 554-7050
Website: sfsheriff.com Email: sheriff@sfgov.org

Appendix G

Price Proposal Form

From: Gong, Henry (SHF)
To: Don.Lee@trinityservicesgroup.com; mark.horneffer@trinityservicesgroup.com; McGraw-Meghan@aramark.com; Burt-Peter@aramark.com
Subject: Notice of Intent to Award Bid Proposal: RFP SHF2018-01/ Event #0000000468
Date: Monday, March 05, 2018 2:19:47 PM

2018-03-05

NOTICE OF INTENT TO AWARD A CONTRACT

The City has completed its evaluation of Bid Proposal 0000000468 title: SHF2018-01 Jail Food Service, and intends to award the contract to the bidder listed below:

ARAMARK CORRECTIONAL SVCS LLC

The City is providing this notification to you pursuant to the rules and regulations pertaining to the San Francisco Administrative Code, Section 21.3(i).

Protests on the intended award of this contract must be received by the Purchaser listed below no later than the close of business on Monday, March 12, 2018.

All protests must be in writing, dated, and must cite that law, rule, local ordinances, procedure or bid provision on which the protest is based.

Further information on these procedures is available on the Office of Contract Administration home page at www.sfgov.org/oca/.

The accumulated socring summary for RFP #SHF2018-01/Event #0000000468 is listed below:

RFP# SHF2018-01/ Event# 0000000468
Jail Food Services

Accumulated Proposal Scoring Summary

	Max Pts	Aramark	Trinity
Project Approach (30 total possible points)			
Thorough understanding of the purposed and scope of the project, deliverables, and the tasks to be performed, etc.	10	8.3	6.7
Provide a logical approach to fulfilling the requirements of the RFP.	10	8.0	7.3
Proposer shall include an effective transition plan to begin service within 60 days of contract start.	5	4.7	4.3
Reasonableness of work schedule and project approach.	5	4.0	3.7
Assigned Project Staff (15 total possible points)			
Recent experience of staff assigned to the project and a description of the tasks to be performed by each staff person.	5	4.0	3.7
Professional qualifications and education.	5	4.0	3.3

Workload, staff availability and accessibility.	5	3.3	3.3
Experience of Firm (15 total possible points)			
Expertise of the firm in the fields necessary to complete the tasks.	3	2.7	2.7
Quality of recently completed projects, including adherence to schedules, deadlines and budgets.	3	2.3	2.3
Experience with similar projects.	3	3.0	2.7
Results of reference checks responses.	6	3.7	4.7
Average Total Points - Written Proposal		48.0	44.7
Round Avg to nearest tenth		**48.0**	**45.0**
Vendor Presentation and Interview (5 Total Points Possible)	5	4.0	3.3
Round Avg to nearest tenth		**4.0**	**3.0**
Financial Proposal (35 Total Points Possible)			
Inmate Meals: 2 Hot Meals & 1 Cold Meal	8	7.3	8.0
Inmate Meals: 2 Cold Meals & 1 Hot Meal	8	7.5	8.0
Inmate Coffee during Breakfast Meal	6	6.0	0.3
SFSD Staff Meals	5	4.9	5.0
Monthly: SFSD Staff Coffee Service	4	3.1	4.0
Monthly: Garbage Service	4	2.6	4.0
TOTAL - Financial Proposal (Round Avg to nearest tenth)		**31.0**	**29.0**
Accumulated Proposal Score (100 Points Possible)	100	**83.0**	**77.0**

Sincerely,

Henry Gong

SFSD - Sr. Administrative Analyst

FILE NO. 180590 RESOLUTION NO. 255-18

[Proposition J Contract Certification - Specified Contracted-Out Services Previously Approved]

Resolution concurring with the Controller's certification that services previously approved can be performed by private contractor for a lower cost than similar work performed by City and County employees, for the following services: budget analyst (Board of Supervisors); citywide custodial services (excluding City Hall), citywide security services, central shops security, convention facilities management (General Services Agency - City Administrator); mainframe system support (General Services Agency - Technology); security services (Human Services Agency); security services (Homelessness and Supportive Housing); food services for jail inmates (Sheriff); assembly of vote-by-mail envelopes (Department of Elections).

WHEREAS, The Electorate of the City and County of San Francisco passed Proposition J in November 1976, allowing City and County Departments to contract with private companies for specific services that can be performed for a lower cost than similar work by City and County employees (Charter, Section 10.104.15); and,

WHEREAS, The City has previously approved outside contracts for the services listed below; and,

WHEREAS, The Controller has determined that a Purchaser's award of a contract for the services listed below to a private contractor will continue to achieve substantial cost savings for the City; and,

WHEREAS, The City and County of San Francisco must reconcile a projected $37.9 million budget deficit for FY2018-2019 with a Charter obligation to enact a balanced budget each fiscal year; and,

WHEREAS, The Mayor has determined that the state of the City's budget for FY2018-2019 as indicated herein has created an emergency situation justifying a Purchaser's award of a contract for the following services: budget analyst (Board of Supervisors); assembly of vote-by-mail envelopes (Department of Elections); central shops security, citywide custodial services (excluding City Hall), convention facilities management, and citywide security services (General Services Agency–City Administrator); mainframe system support (General Services Agency–Technology); security services (Human Services Agency); security services (Homelessness and Supportive Housing) and food services for jail inmates (Sheriff); and,

WHEREAS, The Controller's certification, which confirms that said services can be performed at lower costs to the City and County by private contractor than by employees of the City and County, is on file with the Clerk of the Board of Supervisors in File No. 180590, which is hereby declared to be part of this resolution as if set forth fully herein; now, therefore be it;

RESOLVED, That the Board of Supervisors hereby concurs with the Controller's certification, and the Mayor's determination of an emergency situation, and approves the Proposition J Resolution concerning the Purchaser's award of a contract to a private contractor for the services listed below for the period of July 1, 2018 through June 30, 2019.

Department/Function	City Cost (High)	Contract Cost (High)	SAVINGS	FTEs
Board of Supervisors (BOS)				
Budget Analyst	2,716,803	2,229,635	417,168	12.5
General Services Agency–City Administrator (ADM)				
Central Shops Security Services	326,365	148,817	177,548	3.0
Citywide Custodial Services	4,111,711	2,450,830	1,660,881	37.5
Citywide Security Services	3,515,160	1,713,684	1,801,476	37.4
Convention Facilities Management	39,228,225	33,138,568	6,089,658	252.9
General Services Agency–Technology (TIS)				
Mainframe System Support	1,441,638	1,002,343	439,295	5.0
Homelessness and Supportive Housing (HOM)				
Security Services	4,465,307	3,315,447	1,149,860	47.0
Human Services Agency (DSS)				
Security Services	6,736,598	4,826,208	1,910,390	70.0
Sheriff (SHF)				
Food Services for Jail Inmates	2,133,689	1,135,866	997,823	19.0
Elections (REG)				
Assembly of Vote by Mail Ballots	1,594,933	284,756	1,310,176	18.2

City and County of San Francisco
Tails
Resolution

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 180590 **Date Passed:** July 24, 2018

Resolution concurring with the Controller's certification that services previously approved can be performed by private contractor for a lower cost than similar work performed by City and County employees, for the following services: budget analyst (Board of Supervisors); citywide custodial services (excluding City Hall), citywide security services, central shops security, convention facilities management (General Services Agency - City Administrator); mainframe system support (General Services Agency - Technology); security services (Human Services Agency); security services (Homelessness and Supportive Housing); food services for jail inmates (Sheriff); assembly of vote-by-mail envelopes (Department of Elections).

June 14, 2018 Budget and Finance Committee - RECOMMENDED

July 17, 2018 Board of Supervisors - CONTINUED

Ayes: 11 - Cohen, Brown, Fewer, Kim, Mandelman, Peskin, Ronen, Safai, Stefani, Tang and Yee

July 24, 2018 Board of Supervisors - ADOPTED

Ayes: 10 - Cohen, Brown, Fewer, Kim, Mandelman, Peskin, Ronen, Safai, Stefani and Yee
Excused: 1 - Tang

File No. 180590

I hereby certify that the foregoing Resolution was ADOPTED on 7/24/2018 by the Board of Supervisors of the City and County of San Francisco.

Angela Calvillo
Clerk of the Board

London N. Breed
Mayor

8-1-18
Date Approved

LEGISLATION RECEIVED CHECKLIST

Date 9/14/18 File Number (if applicable) _____

[X] Legislation for Introduction **(NEW)** ►►► **Legislative Clerk**
[ ] Legislation Pending in Committee **(AMENDED)** ►►► **Committee Clerk**
[ ] Legislation for Board Agenda **(AMENDED)** ►►► **Deputy Clerk**

Supervisor, Mayor, and Departmental Submittals

Grant Ordinance

[ ] **Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
[ ] **Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
[ ] **Supporting documents:** 1 full set, and separate **pdf** copies of each in email
- [ ] Cover letter (original)
- [ ] Grant budget/application
- [ ] Grant information form, including signed disability checklist
- [ ] Letter of Intent or grant award letter from funding agency
- [ ] Contract, Leases/Agreements (if applicable)
- [ ] Ethics Form 126 *(if applicable) in **Word** format*
- [ ] Other support documents *as identified in the cover letter and legislation*

[ ] **E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Ordinance

[ ] **Legislation:** Original,1 hard copy, and 1 electronic copy in **Word** format
[ ] **Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
[ ] **Supporting documents:** 1 full set, and separate **pdf** copies of each in email
- [ ] Cover letter (original)
- [ ] Settlement Report/Agreement (for settlements)
- [ ] Other support documents *as identified in the cover letter and legislation*

[ ] **E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Grant Resolution

[ ] **Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
[ ] **Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
[ ] **Supporting documents:** 1 full set, and separate **pdf** copies of each in email
- [ ] Cover letter (original)
- [ ] Grant budget/application
- [ ] Grant information form, including signed disability checklist
- [ ] Letter of Intent or grant award letter from funding agency
- [ ] Contract, Leases/Agreements (if applicable)
- [ ] Ethics Form 126 *(if applicable) in **Word** format*
- [ ] Other support documents *as identified in the cover letter and legislation*

[ ] **E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Resolution

[X] **Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
[ ] **Signature:** None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
[X] **Supporting documents:** 1 full set, and separate **pdf** copies of each in email
- [X] Cover letter (original)
- [ ] Settlement Report/Agreement (for settlements)
- [ ] Other support documents *as identified in the cover letter and legislation*

[X] **E-Copy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org**

Henry Gong (415) 554-7241 SHERIFF'S DEPARTMENT
Name and Telephone Number Department

File No. 180906

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information *(Please print clearly.)*	
Name of City elective officer(s): Members, Board of Supervisors	City elective office(s) held: Members, Board of Supervisors

Contractor Information *(Please print clearly.)*

Name of contractor:
Aramark Correctional Services, LLC

Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. ***Use additional pages as necessary.***

Board of Directors:
Eric J. Foss
Chairman, President, and
Chief Executive Officer, Aramark

Sanjeev K. Mehra
Former Advisory Director and
Vice Chairman, Global Private
Equity, Merchant Banking Division, Goldman, Sachs & Co.,
Lead Director

Pierre-Olivier
Beckers-Vieujant
Honorary President and Chief Executive Officer, Delhaize Group

Lisa G. Bisaccia
Executive Vice President and
Chief Human Resources Officer,
CVS Health Corporation

Richard W. Dreiling
Former Chairman and Chief Executive Officer, Dollar General Corporation

Irene M. Esteves
Former Chief Financial Officer,
Time Warner Cable Inc.

Daniel J. Heinrich
Former Chief Financial Officer,
The Clorox Company

Patricia B. Morrison
Executive Vice President, Customer Support Services and Chief Information Officer, Cardinal Health, Inc.

John A. Quelch
Dean and Vice Provost, University
of Miami School of Business Administration

Stephen I. Sadove
Former Chairman and Chief Executive Officer, Saks Incorporated
Eric Foss, Chairman, President and CEO

Steve Bramlage, Jr., Executive Vice President and CFO
Marc Bruno, COO Corrections

Aramark Services, Inc. is a wholly owned subsidiary of Aramark Intermediate HoldCo Corporation ("Intermediate"). 100% of the stock of Intermediate is held by Aramark ("Aramark").
Aramark's Common Stock trades publicly on the New York Stock Exchange under the symbol "ARMK." Information regarding ownership of the Common Stock is disclosed periodically in filings with the United States Securities and Exchange Commission (the "SEC"), most recently in Aramark's Form S-1 Registration Statement filed with the SEC on May 29, 2014 (the "Registration Statement"). As disclosed in the Registration Statement, the following beneficially own 10% or more of the outstanding shares of Common Stock of Aramark:

Percentage Held: 17.61%
Warburg Pincus LLC
450 Lexington Avenue New York, New York 10017

Percentage Held: 17.24%
GS Capital Partners
c/o The Goldman Sachs Group 200 West Street
New York, New York 10282

Percentage Held: 17.24%
Thomas H. Lee Partners
100 Federal Street, 35th Floor Boston, Massachusetts 02110

Contractor address: Aramark Correctional Services, LLC 1101 Market Street Philadelphia, PA 19107	
Date that contract was approved:	Amount of contract: $20,000,000
Describe the nature of the contract that was approved: Contractor to provide meal services to inmates in housed in the San Francisco County Jail and Sheriff's Department staff.	
Comments:	

This contract was approved by (check applicable):

☐the City elective officer(s) identified on this form

☑ a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

☐ the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information *(Please print clearly.)*	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer) — Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk) — Date Signed