

MEETING DATE: April 16, 2007

AGENDA ITEM: Authorize Staff to Advertise for Bids for Food Caterer Services for Senior Nutrition Program.

ATTACHMENTS

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1. Bid Form for Food Caterer Services for Senior Nutrition Program.	1-49

NOTICE INVITING BIDS

Attachment 1

Bid Number 1352

Notice is hereby given that sealed bids will be received by the City of Culver City, California, for furnishing the following:

FURNISH AND DELIVER HOT MEALS, FROZEN MEALS AND COLD BOX LUNCHES FOR THE SENIOR NUTRITION PROGRAM, TITLE III C-1 (CONGREGATE MEALS), AND TITLE III C-2 (HOME DELIVERED MEALS).

in strict accordance with the Specifications on file in the office of the CITY PURCHASING OFFICER, 4343 Duquesne Avenue, Culver City, California, 90232. Copies of specifications and bid documents may be obtained from the PURCHASING OFFICE at that address, telephone number (310) 253-6550.

Original and three copies of the bid must be filed with the CITY CLERK in CITY HALL, 9770 Culver Boulevard, Culver City, California, 90232, not later than **3:00 p.m. on May 10, 2007**, at which time they will be publicly opened in the Council Chambers on the first floor of City Hall. Facsimile bids will not be accepted. Any bidder may withdraw his bid, without obligation, at any time prior to the scheduled closing time for receipt of bids. A withdrawal will not be effective unless made personally or by telephonic notification received prior to the close of bids. Bids may later be referred to the City Council for appropriate action. The City reserves the right to reject any or all bids as the best interests of the City may dictate.

By: _____
Ela Valladares, Deputy City Clerk

Published in The Culver City News on April 19, 2007

Purchasing Division:
4343 Duquesne Ave.
Culver City, CA 90232

Food Caterer Services for Senior Nutrition Program
NAME OF BIDDER

1352
BID #

TO: ALL BIDDERS

Please respond to the attached bid request. If you need any assistance or the specifications are not clear, please contact the Purchasing office immediately.

NOTE: IF YOU ARE NOT GOING TO RESPOND TO THE BID REQUEST, WE WOULD APPRECIATE YOUR CHECKING THE APPROPRIATE BOX BELOW AND RETURNING THIS LETTER.

☐ Cannot furnish goods or services as specified (indicate why):

☐ Not interested. Please remove our company from the bid list. ☐ Other -state reason that no bid is being submitted. Thank you.

Margarita Lee
Purchasing Officer

tel: (310) 253-6552

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fax: (310) 253-6564

Food Caterer Services for Senior Nutrition Program
NAME OF BIDDER

BID # 1352
CITY OF CULVER CITY

Notice hereby is given that sealed proposals of bid number 1352 will be received at the Office of the City Clerk, City of Culver City, California, until 3:00 P.M. on May 10th, 2007 and will be opened (bid opening) and read publicly after said time on the above date for the following:

**FURNISH AND DELIVER HOT MEALS, FROZEN MEALS AND COLD BOX LUNCHES
FOR THE SENIOR NUTRITION PROGRAM, TITLE III C-1 (CONGREGATE MEALS),
AND TITLE III C-2 (HOME DELIVERED MEALS).**

STATEMENT OF NEED AND PURPOSE

The City of Culver City is a nutrition provider for the elderly (referred to herein as the contractor) and is funded under Title III-C of the Older Americans Act of 1965, as amended. Its purpose is to serve hot or otherwise appropriate meals to persons 60 years of age or older. These meals must conform to the delivery and nutritional requirements herein.

Bid proposal forms and specifications may be obtained from the Purchasing Officer, City of Culver City, 4343 Duquesne Ave., Culver City, California 90232. Bids must be submitted on forms furnished by said Purchasing Officer.

Please submit ONE original and two copies of the bid. Faxed or telephonic bids will not be accepted.

Submission of a bid will be deemed a binding offer to enter into a contract on the terms contained therein for 90 days from the bid opening.

The award, if any, will be made to the lowest responsible bidder(s). In evaluating whether a bidder(s) is(are) the lowest responsible bidder(s) pursuant to the Municipal Code, City staff may utilize some or all of the following criteria, in addition to price:

- (1) The quality of the material or services offered.
- (2) The ability, capacity and skill of the bidder(s) to perform the contract or provide the material or services.
- (3) The capacity of the bidder(s) to perform the contract or provide the service promptly, within the time specified, and without delay or interference.
- (4) The sufficiency of the bidder's financial resources.
- (5) The character, integrity, reputation, judgment, training, experience and efficiency of the bidder.
- (6) The ability of the bidder(s) to provide such future maintenance or service as may be needed.

tel: 3104/ 253-6552 • fax: 310 / 253-6564

The City reserves the right to award the bid to separate bidders on any of the items as provided in and set forth in the Bidder's proposal form furnished by the City. It is further understood that if the bidder to whom any award is made fails to enter into a contract, award may be made to the next lowest responsible bidder, who shall be bound to perform as if she/he received the award in the first instance.

The City of Culver City reserves the right to reject any and all bids and to waive all minor irregularities.

NOTICE: IF THE SUCCESSFUL BIDDER IS REQUIRED TO POSSESS A CITY OF CULVER CITY BUSINESS LICENSE, THE CITY MAY DELAY PAYMENT OF ANY SUMS DUE TO ANY SUCCESSFUL BIDDER UNTIL SUCH LICENSE HAS BEEN OBTAINED.

Dated this ____ day of _____, 2007.

APPROVED AS TO FORM:

Carol Schwab
City Attorney

APPROVED AS TO CONTENT:

William La Pointe
Director – Parks, Recreation and Community Services

PUBLISHED: April 19, 2007
BID #1352

PROPOSAL FORM

The undersigned declares that the published notice inviting bids and this proposal have been read and understood and proposes and agrees to furnish and deliver to the City of Culver City the items listed below in accordance with the specifications herein and that the following prices will be accepted as payment in full therefore, as follows:

(Unless otherwise stated, quantities are estimated consumption figures to be used as guides in determining bid price -no guaranteed usage).

FURNISH AND DELIVER HOT MEALS, FROZEN MEALS AND COLD BOX LUNCHES FOR THE SENIOR NUTRITION AND RECREATION PROGRAM, TITLE III C-1 (CONGREGATE) AND TITLE III C-2 (HOME DELIVERED MEALS)

STATEMENT OF NEED AND PURPOSE

The City of Culver City is a nutrition provider for the elderly (referred to herein as the contractor) and is funded under Title III-C of The Older Americans Act of 1965, as amended. Its purpose is to serve hot or otherwise appropriate meals to persons 60 years of age or older. These meals must conform to the delivery and nutritional requirements herein.

PRICE PER MEAL

The undersigned agrees to provide approximately 40,000 complete hot, frozen or cold meals; food shall be delivered Monday through Saturday at locations to be determined. Total daily requirement is estimated to be between 125 and 350 meals for the period of July 1, 2007 through June 30, 2008.

Price per meal \$_____

City will be billed monthly, payable 30 days from billing.

NOTE TO BIDDERS:

1. **AWARDEE WILL BE REQUIRED TO ENTER INTO THE ATTACHED FOOD SERVICE AGREEMENT UPON AWARD OF BID**
2. **PLEASE PROVIDE FOUR COPIES OF BID: ONE ORIGINAL AND THREE COPIES.**
3. **BIDDER MAY BE REQUIRED TO FURNISH THREE (3) LOCATIONS WHERE SIMILAR MEALS ARE CURRENTLY BEING SERVED. AFTER THE BID OPENING, SENIOR NUTRITION ADVISORY COUNCIL MEMBERS MAY VISIT AND SAMPLE THESE MEALS.**

NOTICE: IF YOU ARE UNABLE TO BID THIS REQUIREMENT, PLEASE FILL OUT THE ENCLOSED "NO BID SHEET" AND RETURN AS DIRECTED. THIS IS NECESSARY FOR YOUR BUSINESS TO BE RETAINED ON OUR POTENTIAL BIDDERS LIST AND WILL ASSIST THE CITY IN THE PREPARATION OF FUTURE BID NOTICES.

I. GENERAL INFORMATION

The City will pay all applicable taxes. The City is exempt from Federal Excise Tax and an exemption certificate, if necessary, will be furnished to the successful bidder(s).

Prices quoted shall be effective for ninety (90) days from bid opening date, and thereafter, if accepted by the City, for the term designated in this proposal. All items shall be quoted F.O.B. Culver City, California unless otherwise specified. Equipment supplied shall be new and of current year's production, unless otherwise specifically indicated. All equipment shall be in compliance with all applicable governmental regulations and safety codes.

II. BIDDER'S BOND

All bids shall be accompanied by a bidder's bond, or by certified or cashier's check drawn upon a responsible bank, in an amount equal to ten percent (10%) of the bid price, made payable to the City of Culver City and conditioned to be forfeited to said City in the event that the bidder, if his bid is accepted, does not enter into a written contract or acknowledge receipt and acceptance of a purchase order within ten (10) days after the notice of the awarding of said contract or receipt of said purchase order and thereafter perform in accordance with the accepted bid proposal.

Bid bonds, certified or cashier's checks, submitted with the bid will be returned (refunded) by the City to the unsuccessful bidder(s) within five (5) working days of bid opening. Refund to the successful bidder will be within five (5) working days of bid award.

Accompanying this proposal is: _____
NOTICE: Insert the words: "Cashier's Check", "Certified Check", or "Bidder's Bond", as the case may be, in an amount equal to at least ten percent (10%) of the total bid.

III. BID SPECIFICATIONS

Bids may be accepted on all or part of quantity required at the discretion of the City. The City reserves the right to make multiple awards based upon unit prices submitted.

IV. PAYMENT SCHEDULE

Goods and/or services are paid within 30 days of delivery and receipt of an appropriate invoice.

V. RECYCLING

Developments which have occurred in the Recycling Industry now allow prospective bidders to bid items composed of the highest percentages of recovered materials practicable. Consideration of competition, quality, availability, technical performance and cost, are the factors that will be evaluated. A statement regarding the percentage of recovered materials contained in the products may be required. Bidders are encouraged to submit bids for products containing recovered or recycled materials.

VI. RENEWAL OPTIONS (Completion of this section is optional)

The City desires the right and option to extend any contract hereunder for a period of one, two, three or four additional one-year periods from date of expiration at the same price, terms and conditions.

The Subcontractor will have its contract renegotiated based on cost, capability to provide service, proven competency, quality of product, proximity to meal locations or other justifiable reasons.

A. Same price, terms and conditions

Year 2 _____ yes _____ no

Year 3 _____ yes _____ no

Year 4 _____ yes _____ no

Year 5 _____ yes _____ no

B. Alternate price, terms and conditions (please specify)

Year 2 _____

Year 3 _____

Year 4 _____

Year 5 _____

It is agreed that if any option granted herein is exercised, the City shall notify the subcontractor during the life of the contract and at least thirty (30) days prior to the expiration of the contract.

No bid proposal will be considered for award unless submitted on the bid proposal form furnished by the Purchasing Agent, completely filled out, properly signed by the bidder and delivered in a sealed envelope plainly marked:

BID #1352, FURNISH AND DELIVER HOT MEALS, FROZEN AND COLD BOX LUNCHES FOR THE SENIOR NUTRITION AND RECREATION PROGRAM, TITLE III C-1 (CONGREGATE) AND TITLE III C-2 (HOME DELVIERED MEALS).

CITY CLERK
CITY OF CULVER CITY
9770 CULVER BLVD.
CULVER CITY, CALIFORNIA 90232

on or before 3:00 p.m. on the 10th day of May, 2007

IMPORTANT: Please mark the envelope with the bid number so that it may be properly recorded in time for the bid opening.

BID OPENING: Bids will be opened in the COUNCIL CHAMBERS, FIRST FLOOR OF CITY HALL, 9770 CULVER BLVD. CULVER CITY, CALIFORNIA 90232.

VIII. STATEMENT OF NON-COLLUSION

An affidavit shall be furnished with this proposal certifying that the proposal submitted is genuine and not collusive or made in the interest or behalf of any person not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure for himself an advantage over any other bidder. Any bid made without such affidavit or in violation thereof will not be considered. A copy of said affidavit is attached hereto.

Each bidder may bid on any or all of the above listed items, or any combination of such items, and the City reserves the right to award on the lowest and best bid as to each item whether such bid be by the same bidder or different bidders. The City also reserves the right to reject any bid as to each item, or all bids, and to waive any minor irregularities.

The undersigned has checked carefully all of the above proposal and understands that the City will not be responsible for any errors or omissions on the part of the undersigned in making up this bid.

Dated this _____ day of _____

NAME OF BIDDER
Per _____
Title _____

Business Address _____ City _____ and State _____

Telephone number _____

AFFIDAVIT TO ACCOMPANY
PROPOSALS OR BIDS

STATE OF CALIFORNIA}
COUNTY OF LOS ANGELES}

_____ being first duly

sworn, deposes and says: that She/He is _____

(Insert "Sole Owner", "A Partner")

("President", "Secretary", or other proper title)

of _____

(Insert Name of bidder)

Who submits herewith to the City of Culver City the attached proposal;

that He, She, or They is (are) the person(s) whose name(s) is (are) (strike out words not appropriate) signed to the hereto attached proposal; that said proposal is genuine; that the same is not sham or collusive; that all statements of fact therein are true; that such proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not therein named or disclosed.

Affiant further deposes and says: that the bidder has not directly or indirectly by agreement, communication or conference with anyone attempted to induce action prejudicial to the interests of the public body which is to award the contract or of any other bidder, or anyone else interested in the proposed contract; that the bidder has not in any manner sought by collusion to secure for himself, itself, themselves, an advantage over any other bidder. (strike out words not appropriate)

Affiant further deposes and says that prior to the public opening and reading of bids the said bidder:

- (a) Did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid:
- (b) Did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder or anyone else would submit a false or sham bid, or that anyone should refrain from bidding or withdraw his bid;
- (c) Did not, in any manner, directly or indirectly, seek by agreement communication or conference with anyone to raise or fix any overhead, profit or cost element of his, its, their price or of that of anyone else;

(d) Did not, directly or indirectly, submit his, its, their bid price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, bid, depository, or to any member or agent thereof, or to any individual or group of individuals, except to the awarding authority or to any person or persons who have a partnership or other financial interest with said bidder in his, its, their business. (strike out words not appropriate)

SIGNED:

(TITLE)

Subscribed and sworn to before me this

____ day of _____, 2007
(Seal of Notary)

(Notary Public)

SECTION I: INSTRUCTIONS TO BIDDERS

A. LOCATIONS AND OPTION

1. PERSONNEL

Insert names and telephone numbers of bidder's personnel to be contacted under this bid.

NOTE TO BIDDERS:

These meals are not subject to State sales tax.

The estimated quantity of meals is a reasonable estimate that may increase or decrease according to the needs of the City and the level of funding available.

The minimum daily service is estimated at one-hundred and thirty (130) meals and a maximum of three hundred and fifty (350) meals.

Bidders will be required to gain an independent understanding of applicable State and Federal regulations, and specifically the requirements contained in the Los Angeles County Standard Operating Manual for Service Providers. To do so, bidders may contact the Los Angeles County Health Department or other appropriate local or State agencies for food service program regulations.

Acceptance of any proposal thereof is contingent upon receipt of sufficient funds by the City of Culver City from the Los Angeles County Area Agency on Aging.

2. LOCATIONS TO BE SERVED ARE:

- a. Culver City Senior Center, 4095 Overland Ave., Culver City California, 90232 – serving shall begin at 11:30 A.M.
- b. Roxbury Park, Senior Nutrition Site, 471 S. Roxbury Dr., Beverly Hills, California 90212 – serving shall begin at 11:30 A.M.

B. COMPLETION. PROCEDURES AND EVALUATION OF BID: PE BOND

1. All forms must be completed and all blanks must be filled in. Inapplicable questions or blanks must be marked "N/A" or "NOT APPROPRIATE." Failure to do each of these things may disqualify the bidder, as it is of utmost importance for each question to be answered in order for effective evaluation to be made.
2. Any bids may be withdrawn at any time prior to the hour fixed for the opening of bids, provided that a request in writing, executed by the bidder, or his/her duly authorized representative, for the withdrawal of such bid is filed with the Purchasing Agent. The withdrawal of a bid shall not prejudice the right of a bidder to file a new bid prior to the time and date set for the opening of bids. No telegraphic bid or telegraphic modification of a bid will be considered. No bids received after the time fixed for receiving them will be considered.
3. A bidder shall be relieved of a bid due to mistakes only if the bidder can establish to the satisfaction of the City that all of the following circumstances exist:
 - a. A mistake was made.
 - b. He/she gave the public entity written notice within five days after the opening of the bids of the mistake, specifying in the notice in detail how the mistake occurred.
 - c. The mistake made the bid materially different than he/she intended it to be.
 - d. The mistake was made in filling out the bid and not due to error in judgment or to carelessness in inspecting the site of the work, or in reading the plans or specifications.
4. The City reserves the right to seek supplementary information from any bidder at any time between the dates of bid submission and the bid award. Such information will be limited to clarification or amplification of questions asked in the original bid. Any bidder may be subject to personal interview and inspection of his/her business premises prior to award. Any bidder may be invited to appear before the City Purchasing Agent or designee.
5. The bid award, if one is made, will be made on approval of the City Council. The right is reserved to reject any and all bids. The catering contract is subject to the approval of the City Council and is not binding on City or the successful bidder until such approval is obtained.
6. If there are any problems or questions about filling out the form, or relating to bid procedures or the evaluation of bids, assistance may be obtained from the Purchasing Officer, City of Culver City, 4343 Duquesne Ave., Culver City, California 90232, or by telephone at (310) 253-6552.

EVALUATION

Proposals should be submitted in two sections: (1) Food Service Specifications; and (2) Bid Price Fact Sheet and Bidder Information.

Proposals will be evaluated on the following criteria: Bid will be awarded to the lowest and best bidder according to:

1. Cost
2. Capability to provide service
3. Proven competency
4. Quality of product
5. Proximity of sites to commissary
6. Other justifications as needed.

Acceptance of any proposal thereof is contingent upon receipt of sufficient funds by Nutrition Service Provider for the Los Angeles County Area Agency on Aging.

The City of Culver City reserves the right to reject any and all bids and to waive any informality or technical defects, which it deems are in the best interest of the Los Angeles County Area Agency on Aging.

The AAA shall have final review and acceptance of recommended bid subject to bid meeting, AAA specifications for costs, food specifications and responsible bidders.

PERFORMANCE BOND -see next page

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: THAT WHEREAS, the City of Culver City, by motion adopted 2007, has awarded to hereinafter designated as the "Principal," a Contract for:

THE DELIVERY OF HOT MEALS, FROZEN AND COLD BOX LUNCHES FOR
THE SENIOR NUTRITION AND RECREATION PROGRAM, TITLE III C-1 (CONGREGATE)
AND TITLE III C-2 HOME DELIVERED MEALS

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract:

NOW THEREFORE, we,

as Surety, are held and firmly bound unto the City of Culver City, (hereinafter called "City") in the sum of (\$_____), said sum being equal to one hundred percent (100%) of the estimated amount of the Contract, to be paid to said City, or its certain attorney, its successors and assigns; for which payment, well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors or assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the above bounded Principal, his/her or its heirs, executors, administrators, successors or assigns shall in all things stand to and abide by and well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, on his/her or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the City of Culver City, its officers and agents, as therein stipulated, then this obligation shall become null and void; otherwise, it shall be and remain in full force and virtue and the amount specified herein shall be forfeited to the City of Culver City.

FURTHER, the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed there under, or the specifications accompanying the same shall in any way affect its obligation on this bond, and it does hereby waive notice of any change, extension of time, alteration or addition to the terms of the Contract or to the work or to the specifications.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety named herein, on the _____ day of, _____ 2007.

(seal)

(seal)

(seal)

Subcontractor

(seal)

(seal)

County of Los Angeles

FOR AAA USE ONLY

FOOD SERVICE AGREEMENT

THIS AGREEMENT, executed in duplicate at Los Angeles, California, is made by and between City of Culver City, a California profit/nonprofit corporation, hereinafter referred to as the Contractor, _____ and, _____ hereinafter referred to as the Subcontractor.

WITNESSETH

WHEREAS, the Contractor and the County of Los Angeles, hereinafter referred to as the County, have entered into an Agreement which authorizes the Contractor to provide certain services, said Agreement being Number _____ of County Contracts, dated _____ (pending) July 1, 2007; and

WHEREAS, the aforesaid Agreement provides that the Contractor may subcontract for certain professional services subject to prior County approval;

WHEREAS, the Contractor desires to engage the Subcontractor to provide professional services as detailed elsewhere in this Agreement; and

WHEREAS, the Subcontractor desires to perform and provide such services;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Contractor and the Subcontractor agree as follows:

AGREEMENT

Section 1. Statement of Work and Schedule

The Subcontractor shall perform and provide the services set forth in the Food Service Specifications, which is attached hereto as Attachment 1 and by this reference incorporated herein. The rights and obligations of the parties to this Agreement shall be subject to and governed by said Food Service Specifications as well as by the general provisions herein.

Section 2. Representatives of the Parties and Service of Notice

The representatives of the respective parties who are authorized to administer this Agreement and to whom formal notices, demands and communications shall be given are as follows:

- A. The representative of the Contractor shall be, unless otherwise stated in the Agreement:

Roxana Tabibi, Project Director
(Name and Title)

4095 Overland Avenue, Culver City, California 90232
(Address)

(310) 253-6712
(Phone)

- B. The representative of the Subcontractor shall be:

(Name and Title)

(Address)

(Phone)

Section 3. Compensation to the Subcontractor

The Contractor shall pay to the Subcontractor an amount not to exceed (\$ _____) for complete and satisfactory performance of the terms of this Agreement. The Subcontractor shall be paid for providing services set forth in Attachment 1. Payment shall be made on a monthly basis. (weekly, bi-weekly, monthly, etc.).

Section 4. Time of Performance

The term of this Agreement shall commence on July 1, 2007 and end, June 30, 2008, provided that said term is subject to the provisions of Section 14, Indemnity, Liability, and Insurance Requirements and Section 18, Termination and availability of Federal funds through the Area Agency on Aging.

In a typical fiscal year there are an average of 307 serving days including the following holidays and special occasions:

Valentine's Day, St. Patrick's Day, Independence Day, Western Barbeque Hoedown, Monthly Birthdays, Cinco de Mayo Fiesta, Holiday Season Celebration, New Year's Eve.

Subcontractor upon two (2) weeks notification by contractor, agrees to provide meals on any other offered holiday recognized by contractor or Saturday and at times requested by contractor.

Section 5. Notices, Demands, and Communications

A. Formal notices, demands, and communications to be given hereunder by either party shall be made in writing and may be affected by personal delivery or by registered or certified mail, return receipt requested and shall be deemed effective as of the date of mailing.

B. Such notices, demands, or communications shall be addressed as set forth below:

(1) For the Contractor: authorized signatory

City of Culver City, Senior Center

4095 Overland Ave.

Culver City, CA. 90232

Attn: Armando Abrego, Senior & Social Services Manager

(2) For the Subcontractor:

C. If the name of the person designated to receive the notices, demands, or communications or the address of such person is changed, written notice shall be given, in accord with this section, within five (5) working days of said change.

Section 6. Audit Records and Bonding

A. The Subcontractor shall maintain financial records and reports related to funds received under this Agreement.

B. The Subcontractor shall maintain books, records, documents, and other accounting procedures and practices which reflect all costs of any nature, including cost of raw food and labor costs expended in the performance of this Agreement.

- C. These records shall be subject to audit or inspection by duly authorized County, State, or Federal personnel.
- D. The Subcontractor shall maintain all books, records, and other documents relative to this Agreement for three (3) years after final payment or audit by the United States Department of Health and Human Services, the California Department of Aging, and the County of Los Angeles Area Agency on Aging or five (5) years if no audit has occurred.
- E. The Subcontractor shall provide to the Contractor, on an annual fiscal year basis, on Insurance Certificate that all persons handling funds received or disbursed by this Agreement are covered by Fidelity Insurance, Liability Insurance, Workman's Compensation Insurance and applicable Automobile Insurance
- F. The Subcontractor shall provide, on an annual basis, an official copy of the Certified Public Accountant audit which shall be conducted following generally accepted audit practices, to determine that there has been a proper accounting for and use of contract funds. All records of the Subcontractor bearing upon food purchases, storage, and food preparation directly related to said program under this Agreement shall be made available to the Contractor upon request.
- G. The Subcontractor shall furnish reports as required by the Contractor, Los Angeles County Area Agency on Aging, California Department of Aging, and U.S. Administration on Aging.
- H. The subcontractor shall use standardized recipes which meet HACCP requirements as part of their HACCP Program and which shall be available to Contractor and Los Angeles County Area Agency on Aging for review.
- I. The Subcontractor shall supply raw food and labor costs to the Contractor as needed.
- J. The Subcontractor shall permit periodic monitoring of contracted activities by Contractor, Dietary Administrative Support Services Contractor, County, State, or Federal personnel.

Section 7. Amendments to Agreement

Any changes in the terms of this Agreement, including changes in the scope of services, to be performed by the Subcontractor and any increase or decrease in amount of compensation, which are agreed to by the Contractor and the Subcontractor, shall be incorporated into this Agreement by a written amendment properly executed by both parties. Prior written approval shall be received from the Area Agency on Aging.

Section 8. Permit and Licenses

The Subcontractor shall hold valid permits, licenses, certificates, and other documents as are required by the State, County, City, or other governmental or regulatory bodies to legally engage in and perform the services to be provided under this Agreement such as public health license, L.A. County Health Department Inspection Reports, annual Fire Inspections Certificates, and other documents attached for County's approval. The Subcontractor shall notify the Contractor of any suspension, termination, lapses, non-renewals, or restrictions of required licenses, certificates, or other documents, which may be cause for termination of this Agreement.

Section 9. Conflict of Interest

- A. The Subcontractor, during the period to be covered by this Agreement, shall have no interest, direct or indirect, with respect to the Contractor, which would create a conflict of interest.
- B. No member, officer, or employee of the Contractor and no official, officer, or employee of the County of Los Angeles who exercises any responsibilities or functions with respect to the Contractor during his tenure or for one year thereafter, shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- C. The Subcontractor warrants that no person has been employed to solicit or secure this Agreement upon any agreement for a commission, percentage, brokerage, or contingent fee. Breach of this warranty shall give the Contractor the right to terminate this contract, or, at the discretion of the Contractor, to deduct from the Subcontractor's fees the amount of such commission, percentage, brokerage, or contingent fee.

Section 10. Independent Contractor Status of the Subcontractor

The parties agree that the performance of the Subcontractor's services hereunder shall be in the capacity of an Independent Contractor and that no employees' of the Subcontractor have been, are, or shall be employees of the Contractor or County by virtue of this Agreement, and the Subcontractor shall so inform each employee organization and each employee who is hired or retained under this Agreement.

Section 11. Assignment or Transfer of Interest

The Subcontractor shall not assign or transfer any interest in this Agreement, except that claims for monies due or to become due from the Contractor under this Agreement may be assigned to a bank, trust company, or other financial institution, or withheld by the County.

Section 12. Applicable Sections of Agreement Between the County of Los Angeles and the Contractor

The Contractor and the Subcontractor agree that all conditions set forth in the Agreement between the County and the Contractor, as applicable in the performance of this Agreement, are hereby included herein by reference as though set forth herein in full. Referenced sections are available at the Contractor and the Community and Senior Services of Los Angeles County for review during normal business hours.

Section 13 Discrimination Prohibited

A. The Subcontractor shall not discriminate against any employee or person served on account of race, color, sex, religious background, ancestry, national origin, or disability in its performance of this contract, and hereby agrees to comply with all Federal, State, and County laws or regulations pertaining hereto, including the American Disability Act and applicable Civil Rights Acts.

B. It is expressly understood that upon receipt of evidence of such discrimination, the Contractor shall have the right to terminate said contract.

C. Affirmative Action: A written affirmative action plan, embodying both (1) goals and timetables of minority manpower utilization and (2) specific affirmative action steps directed at increasing minority utilization by means of applying good faith efforts to carry out such steps is to be included.

Section 14. Indemnity, Liability, and Insurance Requirements

A. The Subcontractor agrees to indemnify and hold harmless the Contractor and the County of Los Angeles, their officers, employees and assigns, against any and all claims arising from acts, omissions, or negligence of the Subcontractor, its officers or employees. The Subcontractor shall defend any suit against the Contractor and County alleging personal injury, sickness, or disease arising out of meals served at the project sites (or home delivered) provided food is served one hour after delivery (or eaten immediately after home delivery).

B. The Contractor shall promptly notify the Subcontractor in writing of any claims against the Subcontractor or Contractor and, in the event of a suit being filed. The Subcontractor shall promptly forward to the Contractor all papers in connection therewith. The Contractor shall not incur any expenses or make any settlement without the Subcontractor's consent. However, if Subcontractor refuses or neglects to defend any such suit, the Contractor may defend, adjust, or settle any such claim, and the cost of such defense, adjustment, or settlement, including reasonable attorney's fees, shall be charged to the Subcontractor.

C. The Subcontractor shall furnish proof in the form of a hand signed certificate of insurance that he/she carries insurance in the minimum amounts listed below prior to commencement of performance under this Agreement. Such coverage shall be maintained currently effective until receipt of final payment under the terms of this Agreement.

- | | | |
|----|---|---|
| 1] | Comprehensive General Liability (including Product Liability) | - \$500,000 Combined Single (CSL) Minimum |
| 2] | Professional Liability | -\$1,000,000 Per Occurrence |

D. Comprehensive Auto Liability (owned and non-owned)

Bodily Injury	\$100,000 each person \$300,000 each accident \$300,000 aggregate products
Property Damage	\$ 50,000 each accident \$250,000 aggregate operations \$250,000 aggregate protection \$250,000 aggregate products \$250,000 aggregate contractual

- | | | |
|----|-----------------------|---|
| E. | Worker's Compensation | Statutory limit in accordance with Section 3700 and 3800 of the California Labor Code. |
| F. | Additional Insured | The Contractor (City of Culver City) and County of Los Angeles shall be named as additional insured on all policies or certificates. |
| G. | Cancellation Notice | 30 day Notice of Cancellation shall be mailed to the Contractor and County of Los Angeles Area Agency on Aging at 3175 W. 6th Street, Suite 414, Los Angeles, CA 90020. |

H. In the event any new or additional meal locations are started, the insurance carrier shall name all new or additional sites as insured under the policy.

I. Failure on the part of the Subcontractor to procure or maintain require insurance shall constitute a material breach of agreement and Contractor may immediately terminate or suspend this Agreement.

Section 15. Compliance with Statutes and Regulations

A. In the performance of this Agreement the Subcontractor shall obey all laws of the, United States, the State of California, and the ordinances, regulations, policies, codes and provisions of the County of Los Angeles and Area Agency on Aging.

B. The Subcontractor shall conform to the nutrition requirements under Title III-C of the Older Americans Act of .1965, as amended, including providing the minimum Title III-C requirement per person of one third of the Recommended Daily Dietary Allowance (RDA).

C. The Subcontractor shall comply with the California Uniform Retail Food Facilities Law (CURFFL), the Hazard Analysis and Critical Control Point (HACCP) requirements and AAA Policies and Procedures for Senior Nutrition Sites, Central Kitchens and Home Delivered Meals.

Section 16. Federal. State and Local Taxes

Federal, State, and local taxes shall be the responsibility of the Subcontractor as an independent contractor and not as a Contractor employee.

Section 17. Renewal Options

This Agreement is for one year only. It is optional on the part of the Contractor to renew the Agreement if desired. However, all agreements must be put out to bid during the AAA RFP period. Contractors must publicly bid on subsequent project year food contract. Bids will be awarded based on cost, capacity to provide service, proven competency, quality of product, proximity of meal locations or other justifiable reasons subject to review and acceptance by the AAA. This agreement may be extended upon mutual agreement of the parties for additional subsequent years thereafter without first conducting a formal bid process. If an agreement is not reached, contractor must publicly bid on a subsequent project year food contract.

Section 18. Termination

This Agreement may be terminated by the Contractor at any time within the period of its duration upon not less than thirty (30) days written notice by the Contractor to the Subcontractor or immediately for cause. The Subcontractor may terminate this contract upon not less than thirty (30) days written notice to the Contractor. Notice shall be as provided in Section 5 herein.

In addition, the contract may be terminated because of lack of funds, repeated citations by the Area Agency on Aging, and failure to make corrective actions required by the Area Agency on Aging. In the event funds to finance this contract, or part of this Contract, become unavailable, the obligations of each party hereunder may be terminated upon no less than ten (10) days written notice to the other party. Said notice shall be delivered by certified mail, telegram or in person. The Area Agency on Aging shall be the final authority as to the availability of Federal or State funds. Waivers of breach of any provision of the contract shall not be construed to be -a modification of the terms of the contract.

Section 19. Negotiation of Disputes

Any disputes of law or fact between the Contractor and the Subcontractor shall be settled between the parties concerned in such a manner that it will not delay or adversely affect the performance of the Contractor. Should any questions still remain unresolved; the dispute will be submitted to the Director of the Area Agency on Aging or his designee to render a decision. Said decision will be binding upon the Contractor and the Subcontractor.

Section 20. Prior Approval of Subcontracts

The Subcontractor shall not enter into any subcontracts, for all or part of the services contemplated under this Agreement without obtaining prior written approval of the Contractor and the Area Agency on Aging which shall then be made a part of the original Agreement. No subcontracts shall be approved which would incur an obligation higher than the original agreed upon price.

Section 21. Fair Labor Standards Compliance

Subcontractor agrees to indemnify, defend, and hold harmless the County of Los Angeles and Contractor, its agents, officers, and employees from any and all liability including, but not limited to, wages, overtime party, liquidated damages, penalties, court costs, and attorney's fees arising under any wage and hour law including, but not limited to, the Federal Fair Labor Standards Act, for services performed by the Subcontractor's employees for which the Contractor or County may be found jointly or solely liable.

Section 22. Citizenship Laws

Subcontractor and Contractor warrants their full compliance with all laws regarding employment of aliens and others, and that all its employees performing services hereunder meet the citizenship or alien status requirements contained in Federal Immigration Reform & Control Act of 1986. Subcontractor and Contractor shall obtain, from all covered employees services hereunder, all verification and other documentation of employment eligibility status required by Federal statutes and regulations as they currently exist and as they may be hereafter amended. Subcontractor and Contractor shall retain such documentation for all covered employees for the period prescribed by law.

Subcontractor and Contractor shall indemnify, defend and hold harmless the County, its officers, and employees from employer sanctions and any other liability which may be assessed against Subcontractor and Contractor of County or both in connection with any alleged violation of Federal statutes or regulations pertaining to the eligibility for employment of persons performing services under this contract.

Section 23. Subcontractor Staffing Requirements

During the time of performance as set forth herein, the Subcontractor shall furnish all food, labor, and equipment necessary to prepare and deliver individual meals and/or bulk food for persons 60 years of age and older, in compliance with the Title III Congregate and Home-Delivered Nutrition standards as described in Federal, State, and County regulatory statutes: the California Health and Safety Codes, more specifically, the California Uniform Retail Food Facilities Law (CURFFL) as amended January 1, 1997, Older Americans Act (OAA), Amendment of 1992, and the Area Agency on Aging (AAA) Policy and Procedures.

To assure that meals are prepared in a safe, sanitary environment, in compliance with the California Health and Safety Code, the AAA Standard Operating Procedures Manual, the Subcontractor shall comply with the following requirements:

The Subcontractor shall hire a part-time Registered Dietitian (minimum 20 hours a week) who possesses a Bachelor's degree and/or Master's Degree in Nutrition/Dietetic with an institutional food service management emphasis from an accredited college or university, for supervision of the food services operation within the catering company and/or central kitchen,

or

The Subcontractor shall hire a qualified Food Service Manager who possess a B.S. degree in Food and Nutrition with emphasis on food service management or restaurant management from an accredited college or university, plus two (2) years professional experience as a food service supervisor; no less than six (6) years of experience in the food service industry at a supervising level can be substituted for the 4 year degree requirements.

The Subcontractor must submit, to the Contractor, the registration I.D. number and expiration date of the Registered Dietitian along with complete verifiable resumes of the Registered Dietitian or Food Service Manager for the County's AAA approval.

The County may at its sole discretion, waive this requirement or for repeated deficiencies of non compliance, require the Subcontractor to fill both positions, and/or to expand the required positions to full time positions.

Section 24. Date of Execution

The parties hereto agree that the first party to execute this Agreement shall enter the date executed in the blank provided herein on both duplicate originals, which date shall be the date this Agreement is made, provided, however, that the term shall be for the period set forth in Section 4 herein.

Section 25. Complete Agreement

This Agreement, Appendices, and Addendum if applicable and Attachment 1, contains the full and complete agreement between the two parties and incorporated herein by reference. No verbal agreement or conversation with any officer or employee of either party shall affect or modify any of the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the Contractor and the Subcontractor have caused this Agreement to be executed by their duly authorized representatives.

Executed this _____ day of _____, 2007

Executed this _____ day of _____, 2007

For:

City of Culver City
(Name of Contractor)

For:

(Name of Subcontractor)

By: _____
Jerry Fulwood, City Manager

By: _____

Social Security
Number: _____

Approved As To Form: _____
Carol Schwab
City Attorney

City Business
License: _____

Approved As To Content: _____
William La Pointe

Expiration Date: _____

Director - Parks, Recreation and Community Services

FOOD SERVICE SPECIFICATIONS

Between

City of Culver City

And

STATEMENT OF WORK AND SCHEDULE

During the time of performance as set forth herein, the Subcontractor shall furnish all food, labor and equipment necessary to prepare and deliver individual meals and/or bulk food for persons 60 years of age and older, in compliance with the Title III Congregate and Home-delivered Nutrition standards as described in Federal, State, and County regulatory statutes; the California Health and Safety Codes, more specifically the California Uniform Retail Food Facilities Law (CURFFL), as amended January 1, 1997, the Older Americans Act (OAA), Amendment of 1992, and the Area Agency on Aging (AAA) Policy and Procedures.

To assure that meals are prepared in a safe, sanitary environment, in compliance with the California Health and Safety Code, the AAA Policies and Procedures and Contracts Management Manual, the Subcontractor shall comply with the following requirements

The Subcontractor shall hire a part-time Registered Dietitian (minimum 20 hours a week) who possesses a Bachelor's degree and/or Master's Degree in Nutrition/Dietetic with an institutional food service management emphasis from an accredited college or university, for supervision of the food services operation within the catering company and/or central kitchen, or

The Subcontractor shall hire a qualified Food Service Manager who possess a B.S. degree in Food and Nutrition with emphasis on food service management or restaurant management from an accredited college or university, plus two (2) years professional experience as a food service supervisor; no less than six (6) years of experience in the food service industry at a supervising level can be substituted for the 4 year degree requirements.

The Subcontractor must submit, to the Contractor, the registration I. D. number and expiration date of Registered Dietitian along with complete verifiable resumes of the Registered Dietitian or Food Service Manager for the County's AAA approval.

The County may, at its sole discretion, waive this requirement or for repeated deficiencies of non-compliance, require the Subcontractor to fill both positions, and/or to expand the required positions to full time positions.

1. NUMBER OF MEALS

The minimum requirement is estimated at 40,000 meals and is estimated at meals with the following breakdown:

Indicate N/A if not applicable

	TOTAL ANNUAL MEALS		CATERED COST PER MEAL	
	C-1	C-2	C-1	C-2
Monday - Friday	28,000	5,400	\$	\$
Saturday	2,000			
Sunday	As Needed			
Holidays	350			
Box Lunches	As Needed			
Breakfast (Mon -Sun)				
Frozen Meals		825		
*Other food items		825		
GRAND TOTAL ANNUAL MEALS	30,350	6225		

- Other food items, which accompany frozen meals. Do not count in total annual meal column, but do count in cost per meal column.

2. DELIVERY

a) The meals shall be delivered as follows:

Meal Location	Approx. # Meals	Time Food Preparation Completed	Time Food Leaves the Kitchen	Time Food Arrives at the Site
CONGREGATE:				
Culver City 4095 Overland Ave.	100 – 350			10:30 A.M.
Culver City (weekend) 4095 Overland Ave.	As needed			11:00 A.M.
Beverly Hills 471 S. Roxbury Dr.	20 – 40			11:00 A.M.
Home Delivered Meals:				
Culver City 4095 Overland Ave.	25 – 40 (Hot/Frozen)			10:30 A.M.

- b] The Contractor reserves the right to add or delete meal sites or designate alternate meal locations, as appropriate, subject to approval by the AAA.
- c] The Contractor may change the days and time of delivery and service by giving the Subcontractor seven (7) days notice.
- d] The Contractor may change the number of meals to be delivered to any of the meal locations by notifying the Subcontractor by 2:00 p.m. of the day prior to delivery.
- e] The Subcontractor shall deliver the meals no more than 60 minutes prior to or 10 minutes after the agreed upon serving time.
- f] Box lunch delivery time may be as early as 30 minute, as long as appropriate holding facilities are available for perishable food items and meals are transported under appropriate packing, heating and cooling temperature requirements.
- g] The Contractor reserves the right to require Subcontractor to deliver food on all holidays that food service is needed.
- h] Foods for congregate meals shall be served by Contractor within two (2) hours after food preparation has been completed.
- i] The last home delivered meal shall be delivered by Contractor within two and one-half hours (2 hours, 30 minutes) after food preparation has been completed.

3. DELIVERY SERVICE SPECIFICATIONS

- a] Meals are to be delivered in (bulk/individually) pre-packed servings.
- b] The Subcontractor shall supply the following food service items.

<u>ITEM (List)s</u>	<u>SPECIFICATIONS</u>
Congregate Meals: Disposable Plates Disposable Bowls Disposable Cups Disposable Flatware Napkins Placemats Plastic Disposable Gloves Disposable Hats/Hairnets Disposable Aprons Serving Utensils Home Delivered Meals: Hot Entrée Container (6" x 9"– 3 compartment, aluminum with cardboard lid) Disposable cup with lid – 5oz to 6oz for delivery of soup, salad, dessert, etc. Plastic Sandwich Bag – for delivery of bread Bags Paper Brown – to package cold foods Cleaning Supplies	Styrofoam 10" x 8" compartments Styrofoam 8 oz. Styrofoam 6 and 8 oz. King Size Heavy Duty fork, knife, teaspoon 8" x 13.5" Frontier Fixture Fold Medium and Large Sizes 4- 4 oz. Spoodle 4- 4 oz. Slotted Spoodle 4- Serving Spoons 4- Slotted Serving Spoon 4- #8 Scoop 2- 6 oz. Soup Ladle 2- Service Tongs TBD

- c] The Subcontractor shall provide all serving trays and utensils, warming, refrigerating and freezing equipment, where necessary for the maintenance of proper temperatures as specified herein, and shall provide servicing of the equipment and/or replacement (depending on needs of Project). Indicate N/A if not applicable.
- d] All food must be packaged and transported under conditions that will ensure temperature control to prevent bacterial contamination, spillage, and/or insect infestation. All hot foods should be packaged individually or in bulk containers to ensure a minimum delivery temperature of 145°F. All cold foods must be packaged to ensure a maximum delivery temperature of 40°F. All foods, intended to be delivered, frozen shall be packaged so as to maintain a hard frozen state until such food reaches point of delivery.

Temperature of bulk and home-delivered meals must be taken daily, at the end of production/packaging and on delivery at the nutrition site by the Subcontractor and Contractor. Hot and cold foods must be placed immediately into insulated hot and cold transport equipment upon completion of packaging.

Daily written documentation of temperature logging/monitoring must be kept by Subcontractor and will be subject to audit by the centralized Dietary Administrative Support Services R.D. and AAA nutritionist.

The sites shall be assumed correct on shortages unless the caterer proves them wrong. All calls regarding shortages and food replacement will be communicated by the Contractor's office.

- e] Meals must be delivered in refrigerated trucks and/or approved for bulk insulated containers for hot pack and cold pack. Delivery standards shall comply with applicable local health department regulations.
- f] Food and supplies must be packed and handled in a sanitary manner so as to assure absence of contamination and spillage.
- g] This program may require replacement of any cold food, which is received on site at above 40°F and any hot food that falls below 140°F.
- h] Food shortages and/or spoiled foods, which are reported to the caterer by agreed time of delivery, must be replaced or the enclosed deduction schedule will be utilized.
- i] Packaging of food for delivery to the sites will be negotiated as mutually acceptable to the Contractor and Subcontractor. Sites may differ on packaging of some items due to available site equipment and time/distance constraints.
- j] The Subcontractor shall be responsible for cleaning and care of equipment returned to its facility each day.
- k] The Subcontractor shall place food in areas designated by meal location managers.
- l] Food shall be in transport no longer than 60 minutes after packaging
- m] Food shall be kept in heat retaining equipment no longer than 60 minutes prior to serving.
- n] Each delivery shall be accompanied by a delivery slip, in triplicate, designating number of meals and supplies delivered. Project Director or designated person will sign receipt, if in order, and one copy shall be left with same.
- o] Instructions shall be attached to each food product delivered indicating name of meal location, number of servings, size of serving, and size of utensil to be used in serving.
- p] Cake, cornbread, and casserole dishes, i.e. meatloaf, lasagna, tuna noodle casserole, shall be pre-scored by the Subcontractor for the appropriate number of servings.
- q] Subcontractor shall provide home delivered meal containers in an amount not to exceed 25% of the total number of meals ordered.
- r] All Subcontractor delivery equipment shall be removed from the meal location by 2:00 p.m. Contractor is not responsible after this time.

- s] The Subcontractor shall provide a back-up delivery system in the event of vehicle breakdown.
- t] Electrical items required to be provided herein shall have the UNDERWRITER'S LABORATORY or LOS ANGELES ELECTRICAL TESTING LABORATORY approval and meet all current OSHA and COSHA requirements, where applicable.
- u] The Subcontractor shall comply with all Federal, State, and local health department laws and regulations. Subcontractor shall provide Contractor with a current copy of the health certificate and any corrected deficiencies with bid. To ensure that all regulations are followed the Subcontractor must have a qualified food service manager or part-time registered dietitian (20 hours week) or staff who will assure that meals are prepared in a safe and sanitary condition throughout meal service operation.
- v] Authorized representatives of the Contractor, County, Dietary Administrative, State, and Federal shall have the right to inspect food preparation, storage, and packaging sites during the term of the contract.

4. MEAL STANDARDS

- a] A chemical analysis of any food delivered by Subcontractor may be requested by the Contractor or Area Agency on Aging at any time. The Subcontractor agrees to cooperate in having the analysis done. If the analysis discloses that the food does not comply with required meal specifications, the Subcontractor shall be liable for the cost of this analysis and meals served to seniors out of compliance.
- b] The Subcontractor shall be liable for meals that do not meet the nutritional standards and requirements, are spoiled or unwholesome at time of delivery, are incomplete or insufficient in number ordered, or are delivered after the time specified by the Contractor. In the event the Subcontractor fails to deliver complete meals, other foods, or supplies as agreed upon, the Contractor may provide a substitute meal with emergency meals or supplies purchased from other places and charge the cost of the purchased meal to the Subcontractor. The replacement cost shall not exceed 150 percent of the contract catered meal cost.
- c] If any portion of a meal other than the entree is delivered in an unacceptable condition, such as incorrect temperature (potentially hazardous)* less than contracted portion, spoiled or too late, the Subcontractor shall be liable for the cost of that portion. If the entree is unacceptable, the Subcontractor shall be liable for the cost of the entire meal. In order to ensure conformance to the above, the delivery driver shall remain at the site until the food is checked by the location manager. All shortages shall be noted on delivery slip for proper crediting, for the cost of the entire meal.
- d] The Contractor agrees to monitor and evaluate meal preparation, delivery, transportation, and general standards of meal service.

- e] The Subcontractor and Contractor both agree to implement and/or maintain a Hazard Analysis and Critical Control Point (HACCP) system as required by the AAA.

5. MENUS

- a] All menus shall be in compliance with Title III-C meal pattern requirements.
- b] A six week cycle menu shall be used that is written once yearly.
- c] The Contractor has the responsibility for menu writing with input from the Project Council and Subcontractor. The menu shall be approved by the Dietary Administrative Support Services Contractor services dietitian.
- d] The Contractor is responsible for typing and duplicating menu.
- e] All menus must be signed by the Project Director, Project Council Chairman or designee, the Dietary Administrative Support Services Contractor dietitian, and certified by the AAA nutritionist prior to the start of the menu cycle.
- f] All menu substitutions by the Subcontractor shall be submitted in writing for approval by the Project Director or Dietary Administrative Support Services Contractor dietitian at least seven days prior to serving date. The Subcontractor may, however, in an emergency situation, make menu substitutions on verbal approval of the Project Director or Dietary Administrative Support Services Contractor dietitian, with a written notice to follow for documentation.
- g] Provisions shall be made by the Subcontractor to provide in-service training regarding food sanitation and safety for their food service staff. Documentation of such training shall be submitted to the Contractor. The County Area Agency on Aging may require the Contractor, based upon major finding of non compliance items in food and safety, to provide additional food service training. .

* See definition of Potentially Hazardous Food, AAA Standard Operating Procedures Manual.

6. MEAL PATTERN SPECIFICATIONS

- a] All food must be of the highest quality standard and conform to USDA requirements. It must be prepared in a manner to preserve optimum flavor and appearance while retaining nutrients and food value. Special consideration should be given to tenderness of meat because of the age of our participants. The Subcontractor is responsible for assuring its high quality before it is sent to the meal sites.

TITLE III - MEAL PATTERN:

Meat or meat alternate	<u>3 oz. edible portion of whole meats</u> (exclusive of bone, fat gristle, etc.). Specification for all processed pre-formed meat must be approved by AAA's nutritionist before adding to menu. 2 oz. edible portion of meat/meat alternate in casserole dishes.
Vegetable/fruits	2 to 3 1/2 cups servings per day or 14 servings per 5 day week
Juice*	1/2 cup Vitamin C fortification required to satisfy Vitamin C requirement. If concentrated juice is used, the juice does not meet the vegetable/fruit requirement but can meet the Vitamin C requirement.
Grains or alternate	1 to 2 servings per meal such as 1 slice whole grain bread or 1/2 cup rice, noodles served 2 servings a minimum of two times per week. Four of the seven servings per week must be whole grains.
Fortified Margarine or Butter	Optional 1 teaspoon; no product containing trans fat permitted.
Dessert*	1/2 cup or fresh fruit equivalent
Milk or alternate	1 cup or equivalent measure of 1% non-fat milk.

Beverage (fluid requirement -water, coffee, decaffeinated coffee, or tea optional)

1. In the preparation of all meals, the Subcontractor shall use a minimum of simple sugars. Each meal shall not exceed 1100 mg. sodium and shall be low in fat (standard is no more than 30% or less of total calories).
2. Special diets, specifically low sodium, low fat, and sugar free, shall be provided as specified (optional). N/ A
3. 100% milk shall be available in a variety of types, including buttermilk. non-fat, low-fat. (Individual Cartons)
4. Coffee, decaffeinated coffee, or tea may be available to all program participants in quantities specified by the Project Director. (Indicate N/A if not applicable).

5. Subcontractor shall provide all condiments which are normally served with specific menus, including, but not limited to, salt, pepper, salad dressing, tartar sauce, mustard, catsup, cream, sugar, and garnishes such as lemon slices and parsley (As agreed upon).
 6. Ground beef may be used no more often than twice a week and must be in solid form such as meat loaf or Salisbury steak for one of the servings. The fat content cannot exceed 15%.
 7. Textured vegetable protein may be used at no greater amount than 30% of the total protein.
 8. Meat alternates (dried beans, peas, lentils, nuts, nut butters) shall not be served more often than one time per week.
 9. Desserts such as fruits, high nutrient density desserts shall be served throughout the week in one-half (1/2) cup portions. High calorie desserts such as plain gelatin desserts, cake, pie, cookies and similar foods shall also be included but are to be limited to once per week. Milk-based dessert may be served once per week. A dessert consisting of 50% fruit (fruited jello, apple betty, etc.) may be served once a week.
 10. Different fruits will be served at least two days a week for dessert. Whole fresh fruit in season shall be served at least once during each week. Canned fruit will be water packed or packed in its own juice.
- b] Minimum grades for all foods shall be as follows:
1. Beef: USDA Grade A choice
 2. Pork: USDA Number 1 (as defined in S.R.A., Number 171, U.S. Standards and Grades of Pork Carcasses)
 3. Lamb: USDA choice
 4. Poultry: USDA Grade A to be used for all fresh or frozen poultry products. Necks, backs, wings alone shall not be used prior to approval by the Project Director or project designee. Reconstructed roll products are not acceptable. (optional)
 5. Variety Meats: Grade Number 1 from USDA Government inspected plants.
 6. Dairy

Products	Following is to be used as minimum specifications for all graded dairy products:
a.	Eggs, fresh USDA or State Graded A
b.	Cheese, USDA Grade A, non-processed cheese
c.	Milk, nonfat, low-fat, shall be available

7. Fish and seafood must be fresh or frozen and be a nationally distributed brand packed under continuous inspection of the U.S. Department of Interior.
8. Canned fruits and juices: USDA Grade A (Fancy) and Grade B (Choice) are to be used for all graded fruits and fruit juices. Grade C (Standard) may be used for pie and cobbler production only.
9. Fresh fruits: USDA Fancy to USDA No.1 to be used for all graded fresh fruits as a minimum Standard.
10. Fresh vegetables: USDA Fancy and No.1 to be used for all graded fresh vegetables as a minimum Standard.
11. Frozen fruits and vegetables: USDA Grade A is to be used for all graded frozen fruits and vegetables as a minimum standard.
12. Subcontractor must keep on file specification sheets showing nutrient content of purchased prepared foods.

7. SUPPLIES SPECIFICATION PROCEDURES:

The Subcontractor shall provide disposable table service based upon the supplies specification included. These supplies shall be ordered and delivered weekly at each site. A minimum of one week supply on hand at all times. The Contractor shall supply order forms and monitor supply usage.

The Subcontractor shall furnish, as part of supplies, the cleaning and other miscellaneous supplies (see Supplies Specification Sheet). These supplies will be ordered as needed. The Contractor shall supply order forms and monitor supply usage. (This is subject to negotiations).

EVALUATION OF SUBCONTRACTOR

The Contractor and the Dietary Administrative Support Services Dietitian shall evaluate the Subcontractor's performance to determine if the Agreement is in compliance in meeting requirements. All evaluations must be sent to the AAA nutritionist.

RECEIPTS AND INVOICES PROCEDURES

1. The Subcontractor shall issue daily delivery receipts to each site.
2. After the close of each week, the Subcontractor will furnish to the program an invoice of meals ordered by the program, the previous week. The Contractor will pay such invoices for the prior week within 30 days after receipt of same invoice or as agreed between the Contractor and Subcontractor.

DEDUCTION PROCEDURE

1. The Subcontractor shall deliver meals which meet Title III-C menu regulations. If the Subcontractor fails to deliver all menu items, or appropriate substitute items and/or food is rejected by the program, the Subcontractor shall be reimbursed as outlined in #4 Meal Standards.

OTHER REQUIREMENTS

1. All heating and refrigeration appliances shall comply with the requirements of the City of Culver City Municipal Codes.
2. Upon notification from Los Angeles County, all Subcontractors may be required to be certified by the United States Department of Agriculture and have a U.S.D.A. Inspector on-site daily, as required by law.
3. The Subcontractor agrees to monitor and evaluate meal preparation, delivery, transportation, and general standards of meal service.
4. Subcontractor will provide each dining center with an inventory of meal service supplies of not less than five days.
5. Menus shall be certified as providing at least 1/3 of the current recommended dietary allowance as established by the food and Nutrition Research Council and be prepared in accordance with the Los Angeles County Nutrition and Procedures Manual.
6. The Subcontractor will consult with the project Dietitian as requested by the Project Director for, but not limited to, the following matters: food preparation, facility cleanliness and menu planning.
7. Each serving of milk must be provided in an individual carton.
8. Each serving of juice must be provided in an individual carton.
9. Gravies and sauces are to be prepared without the use of sodium containing bases and flavorings. Total sodium content of the menu will not exceed 1100 mg per day.
10. A variety of vegetables and fruits must be served each day of the week, in ½ a cup portions. A vitamin A enriched food must be served three times per week. Salad dressing will be delivered in separate containers.
11. Breads must be served either as slices, rolls or muffins, Monday -Friday. All refined rice, pasta and breads must be enriched.
12. Appropriate condiments are to be provided in individual packets.
13. Either soup or juice is to be served each week day.
14. Menu will be comparable in quantity and quality to the menu attached. (See Page 32)
15. Meal service locations for special events may vary as required.

Menu Pattern: Congregate and Home Delivered MealsWEEK NUMBER: ONEAgency Name: Culver City

For AAA Use Only

INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUN.
INDICATE VITAMIN C SOURCE WITH *** ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Minestrone Soup 6 oz. Ladle	Orange Juice * 4 ounces	Vitamin C Fortified Apple Juice* 4 ounces	Corn Chowder 6 oz. Ladle	Vegetable Soup (1/2 cup veg.) 6 oz. Ladle		
MEAT OR ALTERNATE 3 OZ. COOKED EDIBLE PORTION.	Salisbury Steak 3 oz. Ground Meat 2 oz. Sauce ALT: Spaghetti & Meatballs – 3 oz Grd Meat (6 meatballs) 2 oz. Tomato Sauce	Asian Chicken 3 oz. Chicken 2 oz. Sauce Alt: Chicken Adobo 3 oz. Chicken 2 oz. Sauce	Pot Roast 3 oz. Beef 2 oz. Sauce Alt: Beef Fajita 3 oz. Beef, Tomato, Onion, Green Pepper 6 oz. Spoodle	Turkey ala King 3 oz. Turkey 2 oz. Sauce Alt: Stuffed Cabbage 3 oz. Grd Beef/Turkey 1 oz. Sauce	Herb Baked w/ Lemon Sauce 3 oz. Fish 1 oz. Sauce ALT Turkey & Bean Chili –2.5 oz Meat 2 oz. Beans 6oz. Spoodle		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Mashed Potato-1/2 c #8 Scoop and Wheat Bread Alt: Spaghetti ½ c Entree	Brown Rice Pilaf ½ cup- #8 Scoop WholeWheat Bread-1	Oven Browned Potato ½ cup- 4 oz. Spoodle and Biscuit Alt: Tortilla- One	Parsley Noodles ½ c-4 oz. Spoodle Alt: Corn Bread	Brown Rice ½ cup- #8 Scoop Alt: Mashed Potato		
VEGETABLES/FRUIT TWO ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH ***. IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE. INDICATE WITH ****.	Italian Vegetables** ½ cup- 4oz. Spoodle Tossed Green Salad 1 1 cup with 2 T. Ranch Dressing	Seasoned Spinach** ½ cup- 4 oz. Spoodle Black Bean and Corn Salad ½ cup- 4 oz. Spoodle	Steamed Cabbage & Carrots**½ cup-4 oz. Spoodle Garden Salad 1 cup with 2 T Italian Dressing	Mixed Vegetables** ½ cup-4 oz. Spoodle Combination Salad ½ cup- Tongs	Green Peas w/ Mushrooms ½ cup- 4 oz. Spoodle Spinach Salad w/ Mandarin Orange*** ¼ c-6 oz. Spoodle		
C2 OR OTHER ALTERNATE			ALT: Pinto Beans ½ cup				
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Fresh Orange* 1 Medium	Banana 1 Medium	Chocolate Pudding ½ cup- #8 Scoop	Strawberries or Cantaloupe ½ cup or 2 Small Tangerines*	Oatmeal Cookie 1 Large or 2 Small		
MILK: 8 OUNCES INDICATE TYPE (S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces		

Menu Pattern: Congregate and Home Delivered MealsWEEK NUMBER: TWOAgency Name: Culver City

For AAA Use Only

INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDICATE VITAMIN C SOURCE WITH *** ½ CUP SERVING SOUP: ¼ CUP SERVING LIST FOOD COMPONENT	Tomato Soup 6 oz. Ladle	Vitamin C Fortified Pineapple Juice* 4 ounces	Egg Drop Soup 6 oz. Ladle	Split Pea Soup 6 oz. Ladle with LS Crackers (2 pks)	Vitamin C Fortified Grape Juice* 4 ounces		
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Lemon Chicken 3 oz. Chicken 2 oz. Sauce ALT: Polish Turkey Sausage 3 oz. Meat 1 oz. Sauerkraut 1 pkt mustard	Beef Stew 3 oz. Beef ½ cup Stew Vegetable 2 oz. Gravy (3 – 8oz scoop) ALT: Chicken Stew 3 oz. Chicken (3 – 8 oz scoop)	Chinese Chicken Salad-3 oz. Chicken-¼ c Shredded Napa Cabbage Oct-April Chicken Chow Mien-3oz - 2 oz. Sauce w/ ½ cup Vegetables	Meat loaf 3 oz. Meat 2 oz. Sauce ALT: Beef Dip Sandwich 3 oz. Beef 2 oz. Au Jus	Baked Fish Vera Cruz 3 oz. Fish 1oz. Sauce Alt: Spaghetti & Meatballs-2 oz. Sauce 6 Meatballs = 3 oz.		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Barley Pilaf -- ½ cup #8 Scoop Whole Wheat Bread-1	Potatoes in Entrée ½ c Whole Wheat Roll-1	Crispy Noodles ½ cup- 4 oz. Spoodle ALT: LO MEIN NOODLES Both: and Wheat Bread	Potato Salad ½ cup-4 oz. Spoodle and wheat bread Alt: French Roll- One	Wheat Bread - 1 Alt: Spaghetti- ½ cup in Entrée		
VEGETABLES/FRUIT Two ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH ****. IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH *****.	Baked Banana Squash** ½ cup 4 oz. Spoodle Lettuce and Tomato Salad 1 cup with French Dressing 2 T	Stew Veg - Carrots**Potato, Celery, Onion Waldorf Salad ½ cup- 4 oz. Spoodle	Shredded Carrots, Bean* Sprouts, Water Chestnuts ½ c with ¼ c Mandarin Oranges Almond Garnish ALT: Apple Coleslaw* ¼ cup- 6 oz. Spoodle	Green Beans ½ cup- 4 oz. Spoodle Marinated Tomato, Green Pepper, Onion Salad* ½ c- 4 oz. Spoodle	Carrots** ½ cup- 4 oz. Spoodle Garden Salad with Romaine 1 cup and 2 T. 1000 Island Dressing (tongs)		
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Mixed Fruit w/Fresh Orange * 1/2 c-4 oz. Spoodle	Peanut Butter Cookies 1 Large or 2 Small	Lime Gelatin with Pears ½ cup- 4 oz. Spoodle	Fresh Fruit in Season No Apple No Orange	Peach Crisp with Oatmeal Topping ½ cup- #8 Scoop		
MILK: 8 OUNCES INDICATE TYPE (S) OF MILK	Lowfat Milk-8ounces	Lowfat Milk-8ounces	Lowfat Milk-8ounces	Lowfat Milk-8ounces	Lowfat Milk-8ounces		

Menu Pattern: Congregate and Home Delivered MealsWEEK NUMBER: THREEAgency Name: Culver City

For AAA Use Only

INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDICATE VITAMIN C SOURCE WITH "*" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Vitamin C Fortified* Pineapple Juice 4 ounces	<i>Lentil Soup</i> 6 oz. Ladle and <i>LS crackers</i> (2 pks)	<i>Vitamin C Fortified</i> Apple Juice* 4 ounces	Spanish Bean Soup 6 oz. Ladle Alt: and <i>LS crackers</i> (2 pks)	Orange Juice* 4 ounces		
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Chicken Pasta Primavera 1 cup - 2 #8 Scoop Alt: Cheeseburger 3 oz. Ground Beef ½ oz. American Cheese	Sliced Turkey 3 oz. Turkey 2 oz. Gravy Alt: Cold Plate #2 Chicken Salad 3 oz. Chicken- #8 Scoop	Roast Beef 3 oz. Sliced Beef 1 oz. Au Jus Alt: Swedish Meatballs 3 oz. Grd Beef-6 meatballs 2 oz. Gravy	Pork Riblet 3 oz. Pork Riblet Patty 2 oz. Sauce Alt: Chicken Fajita 3 oz. Chicken ½ cup Tomato, Onion, Pepper 6 oz. Spoodle	Lasagna 2 oz. Ground Meat 1 oz. Cheese Alt: Baked Fish New Brunswick 3 oz. Fish 1 oz. Tartar Sauce		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Pasta In Entrée ½ cup Alt: Hamburger Bun Potato Wedges-1/2 c	Whole Wheat Bread-1 Alt: Wheat Bread-2	Stuffing - ½ cup Alt: Parsley Noodles - ½ cup-#8 Scoop Both- plus Wheat Bread	Corn Bread-2 ½ x 2 ½ " square Alt: Spanish Rice ½ cup-#8 Scoop	Pasta In Entrée ½ c Alt: Egg Noodles ½ c <i>Both: and Wheat Bread</i>		
VEGETABLES/FRUIT TWO ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH "****". IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "*****".	Creamed Spinach** ½ cup- 4 oz. Spoodle Tossed Green Salad 1 cup with 2 T Italian Dressing- (Tongs)	Sweet Potato** ½ cup- 4 oz. Spoodle Assorted Salad Greens 1 cup with French Dressing 2 T	Green Beans with Mushrooms ½ cup- 4 oz. Spoodle Carrot Raisin Salad** ½ cup-#8 Scoop	Broccoli and Carrots** ½ cup- 4 oz. Spoodle Mexican Coleslaw* ¼ cup- 6 oz. Spoodle	Zucchini, Mushrooms, Tomatoes ½ cup- 4 oz. Spoodle Garden Salad with Romaine 1 cup- Ranch Dressing- 2 T.		
C* OR OTHER ALTERNATE	ALT: Lettuce Tomato Pickle	Alt: Potato Salad					
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Chocolate Chip/ Oatmeal Cookie 1 Large or 2 Small	Citrus Fruit Cup* ½ cup- 4 oz. Spoodle	Tapioca Pudding ½ cup-#8 Scoop	Fresh Fruit in Season No Apple No Orange	Apple 1 Medium		
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	- 40 -	

Menu Pattern: **Congregate and Home Delivered Meals**

Indicate Type of Meal

WEEK NUMBER: **FOUR****Master Combined Menu**Agency Name: **Culver City**

List

Beginning Dates

For AAA Use Only

INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDICATE VITAMIN C SOURCE WITH "*" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Hot and Sour Vegetable Soup 6 oz. Ladle	Vitamin C Fortified Grape Juice* 4 ounces	Beef Barley Soup 6 oz. Ladle	Vitamin C Fortified Apple Juice* 4 ounces	Navy Bean Soup 6 oz. Ladle		
MEAT OR ALTERNATE 3 OZ. COOKED EDIBLE PORTION.	Hawaiian Chicken 3 oz. Chicken 1 oz. Sauce Alt: Open Face Turkey Sandwich – 3 oz. Turkey 2 oz. Gravy	Sloppy Joe 3 oz. Grd Meat w/ Onions, Vegetables 2 oz. Sauce ALT: Mushroom Onion Quiche -2 Egg, 1 oz. Cheese- 1/6 of a Pie	Chicken ala Morrison 3 oz. Chicken 1 oz. Sauce ALT: Cold Plate #3 July-Sept – 3 oz. Roast Beef & Cheese	Stuffed Bell Pepper 3 oz. Ground Meat 2 oz. Sauce ALT: Turkey Sausage 3 oz. Sausage 1 pkt Mustard	Potato Crusted Fish 3 oz. Fish 1 oz. Tartar Sauce Alt: Turkey Tetrazzini 3 oz. Turkey 2 oz. Sauce		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Brown Rice ½ c- #8 Scoop Alt: Sourdough Bread -1	Bun – 1 Alt: Whole Wheat Roll	Barley Pilaf ½ cup-#8 Scoop Alt: Wheat Bread -2	Mashed Potato ½ cup 4 oz. Spoodle Alt: Red Beans & Rice ½ c	Whipped Sweet Potatoes ½ c-#8 Scoop Alt: Noodles ½ cup		
VEGETABLES/FRUIT Two ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK, INDICATE WITH "****". If VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "*****".	Peas & Carrots with Mushrooms** ½ cup- 4 oz. Spoodle Spinach Salad with Mandarin Oranges* ¼ cup- 6 oz. Spoodle	Cauliflower & Broccoli** ½ cup-4 oz. Spoodle Lettuce with Celery and Carrots ½ c French Dressing-2 T.	Mixed Vegetables** ½ cup- 4oz Spoodle Garden Salad ½ cup with Ranch Dressing 2 T.	Mexicom ½ cup-4 oz. Spoodle Mixed Green Salad with Romaine Lettuce and Tomato ½ cup	Green Beans with Almonds ½ cup- 4 oz. Spoodle Confetti Coleslaw* ¾ cup- 6 oz. Spoodle		
C2 OR OTHER ALTERNATE				Alt: Hot Dog Bun			
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Orange Gelatin with Mixed Fruit (1/4 c) ½ cup- 4 oz. Spoodle	Seasonal Fresh Fruit No Apple No Orange	Fresh Orange* 1 Medium	Apple Crisp with Oatmeal Topping ½ cup- #8 Scoop	Canned Pears (water pack or in juice) 2 halves to equal ½ cup		
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces		
BEVERAGE: HOT OR COLD							

Menu Pattern: Congregate and Home Delivered MealsWEEK NUMBER: FIVEAgency Name: Culver City

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INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUN
INDICATE VITAMIN C SOURCE WITH "*" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Vitamin C Fortified Grape Juice* 4 ounces	Split Pea Soup 6 oz. Ladle	Orange Juice* 4 ounces	Vitamin C Fortified Pineapple Juice* 4 ounces	Vegetable Barley Soup 6 oz. Ladle		
MEAT OR ALTERNATE 3 OZ. COOKED EDIBLE PORTION.	BBQ Beef 3 oz. Beef 2 oz. BBQ Sauce Alt: Beef & Bean Burrito 2ozBeef2ozBeans1ozChs	Herbed Baked Chicken 3 oz. Chicken Alt: Roast Turkey 3 oz. Turkey 2 oz. Gravy	Vegetable Lasagna 3 oz. Cheese2oz. Sauce Alt: Ground Beef Steak 3 oz. Grd Beef 1 oz. Onions 1 oz. Sauce	Chicken Oriental 3 oz. Chicken 1 oz. Sauce Cold Plate July-Sept Chicken Salad #5	Baked Fish Supreme 3 oz. Fish 1 oz. Sauce ALT: Turkey Sausage 3 oz Turkey 1 pkt mustard		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Corn Bread- 2 ½ x 2 ½" square Alt: Flour Tortilla 8"	Whole Wheat Stuffing - ½ cup #8 Scoop WholeWheat bread 1	Pasta in Entrée ½ cup Alt: Mashed Potato ½ cup- #8 Scoop Both: and Wheat Bread	Steamed Rice ½ c-#8 Scoop Alt: Wheat Bread-2	Pasta Salad ½ cup-#8 Scoop Alt: Hot Dog Bun		
VEGETABLES/FRUIT TWO ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH "***". IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "****".	Broccoli** ½ cup- 4 oz. Spoodle Mixed Green Salad with Romaine 1 cup Ranch Dressing 2 T	Sweet Potato ½ cup-4 oz. Spoodle Beet & Onion Salad ½ cup- 4 oz. Spoodle	Zucchini&Mushroom ½ cup- 4oz Spoodle Caesar Salad 1 cup with 2 T Caesar Dressing- Crouton Garnish	Oriental Vegetables** ½ cup- 4oz Spoodle Cucumber Salad ½ cup with Rice Vinegar Dressing	Carrots** ½ cup-4 oz. Spoodle Marinated Tomato, Pepper & Onion Salad* ½ c-4 oz. Spoodle		
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FLUID AND COMPONENTS	Stewed Prunes and Peaches ½ cup-4 oz. Spoodle	Cantaloupe ½ cup or 2 Small Tangerines*	Vanilla Pudding ½ cup-#8 Scoop Alt: and Graham Crackers (2)	Almond Cookies 1 large or 2 Small	Seasonal Fresh Fruit 1 Medium No Apple No Orange		
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces		

Menu Pattern: Congregate and Home Delivered Meals
 Indicate Type of Meal

WEEK NUMBER: SIX

Agency Name: Culver City

List
 Beginning Dates

For AAA Use Only

INSTRUCTIONS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
INDICATE VITAMIN C SOURCE WITH "****" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Egg Drop Soup 6 oz. Ladle	Vitamin C Fortified Grape Juice* 4 ounces	Sweet Potato Soup** 6 ounce Ladle	Orange Juice* 4 ounces	Spanish Bean Soup 6 ounce Ladle		
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Teriyaki Chicken 3 oz. Chicken 1 oz. Sauce Alt: Chicken Cacciatore 3 oz. Chicken 2 oz. Sauce	Beef Stroganoff 3 oz. Beef 2 oz. Sauce Alt: Beef Enchilada 3 oz. Grd Beef 1 oz. Cheese 1 oz. Sauce	Hot Turkey Sandwich 3 oz. Sliced Turkey 2 oz. Gravy Alt: Roast Turkey 3 oz. Turkey 2 oz. Gravy	Chicken Parmesan 3 oz. Chicken 2 oz. Tomato Sauce Alt: Spaghetti & Meatballs 3 oz. Grd Beef (6 meatballs) 2 oz. Sauce	Baked Fish with Seasonal Vegetables 3 oz. Fish ¼ c Vegetables Alt: Rotisserie Chicken 3 oz. Chicken		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE.	Brown Rice ½ cup-#8 Scoop Alt: Spaghetti ½ c	Parsley Noodles ½ c-4 oz. Spoodle Alt: Tortilla -1	WholeWheatBrd-1 Alt: Stuffing ½ cup-#8 Scoop	Spaghetti ½ cup- 4 oz. Spoodle	Barley Pilaf ½ cup- #8 Scoop		
VEGETABLES/FRUIT TWO ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH "****". IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "****".	Mixed Vegetables** ½ cup- 4oz. Spoodle Pineapple Coleslaw* ¼ c- 6 oz. Spoodle	Purple Cabbage with Onions ½ cup-4 oz. Spoodle Mixed Green Salad w/ Romaine ½ cup 1000 Island Drsg-2T Alt: Black Beans w Corn	Peas and Carrots** ½ cup-4 oz. Spoodle Cranberry Gelatin Salad ½ cup-4 oz. Spoodle	Zucchini, Tomato & Mushrooms ½ c-4 oz. Spoodle Tossed Green Salad ½ cup with French Drsg-2T	Broccoli** ½ cup - 4 oz. Spoodle Spinach Salad wMandarin Orange ¼ cup with Italian Dressing 2 T		
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Bread Pudding ½ cup- #8 Scoop	Apple 1 Medium	Honeydew or Cantaloupe ½ cup or 1 Medium Orange*	Fresh Seasonal Fruit 1 Medium No Apple No Orange	Red Gelatin with Mixed Fruit (1/4 c) ½ cup-#8 Scoop		
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces		
BEVERAGE: HOT OR COLD							

Menu Pattern: Cold Plate/Box MenuAgency Name: Culver City

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INSTRUCTIONS	COLD PLATE #1 EXTRA	COLD PLATE #2 ALTERNATE WK#3 TUESDAY	COLD PLATE #3 ALTERNATE WK#4 WEDNESDAY-JULY-SEPT	COLD PLATE #4 EXTRA	COLD PLATE #5 ALTERNATE WK #5 THURSDAY-JULY-SEPT		
INDICATE VITAMIN C SOURCE WITH "***" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Vitamin C Fortified Grape Juice* 4 ounces	Lentil Soup 6 oz. Ladle	Beef Barley Soup 6 oz. Ladle	Vitamin C Fortified Apple Juice* 4 ounces	Lentil Soup 6 oz. Ladle		
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Turkey Sandwich 3 oz. Turkey 1 pkt Mustard	Chicken Salad Sandwich 3 oz Chicken 1 pkt Mustard	Roast Beef & Cheese Sandwich 2 1/2 oz. Turkey ½ oz. Cheese 1 pkt Mustard	Tuna Salad Sandwich 3 oz. Tuna 1 pkt Mustard	Chicken Salad Cold Plate 3 oz. Chicken 1 pkt Mustard		
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE	Whole Wheat Bread 2 slices	Whole Grain Bread 2 slices	Whole Wheat Bread 2 slices	Whole Wheat Bread 2 slices	Wheat Roll One		
VEGETABLES/FRUIT Two ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH ****. IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH *****.	Potato Salad ½ cup - #8 Scoop Lettuce and Tomato 1 cup	Potato Salad ½ cup-#8 Scoop Assorted Salad Greens- 1 cup with 2 T French Dressing	Carrot Raisin Salad** ½ cup-#8 Scoop Garden Salad 1 cup with 2 T. Ranch Dressing	Three Bean Salad ½ cup-4 oz. Spoodle Mixed Green Salad 1 cup with 1 tsp French Dressing	Cucumber Salad ½ cup w/ Rice Vinegar Dressing-2T Confetti Coleslaw* ¼ cup-6 oz. Spoodle		
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Mayonnaise 1 teaspoon-1 pkt	Mayonnaise 1 teaspoon-1 pkt	Mayonnaise 1 teaspoon-1 pkt	Fortified Margarine 1 teaspoon	Mayonnaise 1 teaspoon-1 pkt		
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Oatmeal Cookie 1 Large or 2 Small	Citrus Fruit Cup* ½ cup- 4 oz. Spoodle	Fresh Orange* 1 Medium	Banana 1 Medium	Almond Cookies 2 Small or 1 Large		
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces		
BEVERAGE: HOT OR COLD							

MENU PATTERN:

C-2 - Frozen

WEEK NUMBER: Frozen Weekend Meals
Weeks 4-6

AGENCY NAME: Culver City

Indicate Type of Meal

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INSTRUCTIONS	Week 4 - Saturday	Week 4 - Sunday	Week 5 - Saturday	Week 5 - Sunday	Week 6 - Saturday	Week 6 - Sunday
Indicate Vit. C source with ***. 1/2 cup serving	Vit. C fortified Cranberry Juice *4 oz.	Vit. C fortified Pineapple Juice *4oz.	Vit. C fortified Pineapple Juice *4oz.	Orange Juice *4oz.	Vit. C fortified Cranberry Juice *4oz.	Apple Juice *4oz.
List food components. 1/2 cup serving						
or ALTERNATE						
3 oz. cooked edible portion st portion size and food compo- nent of all extended entrees. Indicate brand name of frozen entree.	Salisbury Steak # 320	Turkey & Dressing # 290	Quiche Florentine # 620	Rotisserie Chicken # 140	Turkey & Dressing # 290	Cheese Omelet # 610
or BREAD ALTERNATE						
Indicate portion size	Wheat Bread 1 ea. LS Saltines (2 pks)	Wheat Roll 1 ea. LS Rye Crackers (2 pks)	Wheat Bread 1 ea. LS Saltines (2 pks)	Wheat Roll 1 ea. LS Rye Crackers (2 pks)	Wheat Bread 1 ea. LS Saltines (2 pks)	Wheat Roll 1 ea. LS Rye Crackers (2 pks)
or TABLE/FRUIT						
Two 1/2c servings Vitamin A sources must be served on 3 separate days per week. Indicate with *** or vegetable is Vitamin & C source indicate with ****	Parsley Potato 1/2 c.	Sweet Potatoes 1/2 c.	Lyonnaise Potatoes 1/2 c.	Sweet Potato 1/2 c.	Sweet Potato 1/2 c.	Hash Browns 1/2 c.
	Red Cabbage 1/2 c.	Green Beans 1/2 c.	Zucchini 1/2 c.	Seasoned Cabbage 1/2 c.	Green Beans 1/2 c.	Spinach 1/2 c.
other ALTERNATE						
FORTIFIED MARGARINE or BUTTER 1 TSP	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.
or FRT	Banana 1 ea.	Apple 1 ea.	Orange 1 ea.	Banana 1 ea.	Orange 1 ea.	Banana 1 ea.
st main food and component 1/2 cup serving						
8 ounces	LF or NF Milk 8 oz.	LF or NF Milk 8 oz.	LF or NF Milk 8 oz.	LF or NF Milk 8 oz.	LF or NF Milk 8 oz.	LF or NF Milk 8 oz.

MENU PATTERN:

Morrison M.S.

C-2 -Frozen

WEEK NUMBER: Frozen Weekend Meals
Weeks 1-3

AGENCY NAME: Culver City/Santa Monica

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INSTRUCTIONS	Week 1 - Saturday	Week 1 - Sunday	Week 2 - Saturday	Week 2 - Sunday	Week 3 - Saturday	Week 3 - Sunday
Indicate Vit. C source with ***. 1/2 cup serving x: List food components. 1/2 cup serving	Vit. C fortified Pineapple Juice *-4 oz.	Vit. C fortified Cranberry Juice *-4oz.	Vit. C fortified Cranberry Juice *-4oz.	Vit. C fortified Grape Juice *-4oz.	Vit. C fortified Pineapple Juice *-4oz.	Orange Juice *-4oz.
T or ALTERNATE 3 oz. cooked edible portion st portion size and food compo- nent of all extended entrees. Indicate brand name of frozen entree.	Rotisserie Chicken # 140	Turkey Ham # 710	Turkey with Dressing # 290	BBQ Chicken # 150	Baked Chicken # 160	Omelet with Cheese # 610
CRACKER or BREAD ALTERNATE Indicate portion size	Wheat Roll 1 ea. LS Saltines (2 pks)	Wheat Bread 1 ea. LS Rye Crackers (2 pks)	Wheat Roll 1 ea. LS Saltines (2 pks)	Wheat Bread 1 ea. LS Rye Crackers (2 pks)	Wheat Roll 1 ea. LS Saltines (2 pks)	Wheat Roll 1 ea. LS Rye Crackers (2 pks)
VEGETABLE/FRUIT Two 1/2c servings Vitamin A sources must be served on 3 separate days per week. Indicate with ****, or vegetable is Vitamin & C source indicate with *****	Sweet Potato 1/2 c. Seasoned Cabbage 1/2 c.	Scalloped Potato 1/2 c. Broccoli & Cauliflower 1/2 c.	Sweet Potato 1/2 c. Green Beans 1/2 c.	Mashed Potato 1/2 c. Spinach 1/2 c.	Mashed Potato 1/2 c. Broccoli 1/2 c.	Potato 1/2 c. Spinach 1/2 c.
other ALTERNATE						
FORTIFIED MARGARINE or BUTTER 1 TSP	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.	Fortified Margarine 1 tsp.
FRUIT 1st main food and component 1/2 cup serving 8 ounces	Banana 1 ea. LF or NF Milk 8 oz.	Apple 1 ea. LF or NF Milk 8 oz.	Banana 1 ea. LF or NF Milk 8 oz.	Apple 1 ea. LF or NF Milk 8 oz.	Banana 1 ea. LF or NF Milk 8 oz.	Apple 1 ea. LF or NF Milk 8 oz.

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INSTRUCTIONS	INDEPENDENCE DAY	LUAU	LABOR DAY	MEXICAN INDEPENDENCE	OCTOBER FEST	THANKSGIVING	CHRISTMAS
INDICATE VITAMIN C SOURCE WITH "*" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Vitamin C Fortified Apple Juice* 4 ounces	Orange Juice* 4 ounces	Vitamin C Fortified Grape juice* 4 ounces	Vitamin C Fortified Pineapple Juice* 4 ounces	Vitamin C Fortified Apple Juice* 4 ounces	Vitamin C Fortified Pineapple Juice* 4 ounces	Orange Juice* 4 ounces
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Hamburger on a Bun 3 oz. Ground Beef Mustard 1 pkt. Ketchup 1 pkt.	Hawaiian Chicken 3 oz. Chicken 2 oz. Sauce	Chili Dog 2 oz. Beef Hot Dog 1 oz. Chili	Soft Chicken Taco 2 oz. Chicken 1 oz. Cheese Shredded Lettuce	Turkey Sausage 3 oz. Turkey	Turkey Breast w/ Gravy 3 oz. Sliced Turkey 2 oz. Gravy 1 oz. Cranberry Sauce	Roast Turkey 3 oz. Turkey 2 oz. Gravy 1 oz. Cranberry Scc.
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE	Potato Salad ½ cup #8 Scoop Hamburger Bun-1	Rice ½ cup #8 Scoop WholeWheatBread-1	Macaroni Salad ½ c #8 Scoop Hot Dog Bun-1	Spanish Rice ½ cup #8 Scoop Flour Tortilla-1	Red Potatoes ½ cup 4 oz. Spoodle Rye Bread-1 slice	Cornbread Stuffing ½ cup-#8 Scoop Wheat Roll- 1	Orange Glazed Sweet Potato** ½ c #8 Scoop Wheat Roll - 1
VEGETABLES/FRUIT Two ½ cup servings VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK, INDICATE WITH "****". IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "*****".	Lettuce and Tomato Slices - 1 cup Coleslaw* ¾ cup-6 oz. Spoodle	Broccoli** ½ cup 4 oz. Spoodle Ambrosia Salad ½ cup- #8 Scoop	CarrotRaisin Salad** ½ cup - #8 Scoop Tossed Green Salad 1 cup with 1 tsp 1000 Island Dressing	Spanish Slaw* ¾ cup-6 oz. Spoodle Shredded Lettuce in Entrée 1 cup	Red Cabbage ½ cup- 4 oz Spoodle Tossed Green Salad 1 cup with 1 tsp French Dressing	Asparagus ½ cup- 4 oz. Spoodle Tossed Green Salad w/ Bell Pepper ½ cup with 1 tsp Blue Cheese Drsg	Green Beans w/ Almonds ½ cup 4 oz. Spoodle Holiday Salad- Lettuce, Tomato ½ c 1 tsp 1000 Dressing
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Apple Pie 1 slice	Coconut Cake 1 slice - 2" square	Watermelon ½ cup or 1 slice	Tapioca Pudding ½ cup #8 Scoop	Apple Crisp w/ Oatmeal topping ½ cup-4 oz Spoodle	Pumpkin Pie** 1 slice	French Apple Streudel-1 slice 2x2x2
MILK: 8 OUNCES INDICATE TYPE (S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces

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INSTRUCTIONS	NEW YEARS EVE	MARTIN LUTHER KING	VALENTINES DAY	PRESIDENTS DAY	ST PATRICKS DAY	CESAR CHAVEZ	EASTER
INDICATE VITAMIN C SOURCE WITH **** ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Vitamin C Fortified Grape Juice* 4 ounces	Vitamin C Fortified Grape Juice* 4 ounces	Vitamin C Fortified Apple Juice* 4 ounces	Vitamin C Fortified Apple Juice* 4 ounces	Vitamin C Fortified Apple Juice* 4 ounces	Vitamin C Fortified Pineapple Juice** 4 ounces	Orange Juice* 4 ounces
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Roast Beef w Mushroom Sauce 3 oz. Beef 2 oz. Sauce	Oven Fried Chicken 3 oz. Chicken	Chicken a la Orange 3 oz. Chicken 2 oz. Sauce	Sloppy Joes 3 oz. Beef 2 oz. Sauce	Corned Beef 3 oz. Beef Mustard 1 pkt	Chicken Mole 3 oz. Chicken 2 oz. Sauce	Roast Chicken 3 oz. Chicken 2 oz. Sauce
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE	Baked Potato – One and Wheat Bread (1) Wheat Roll- One	Whipped Turnips ½ cup #8 Scoop Combread 2 ½” Square	Rice Pilaf ½ cup #8 Scoop Wheat Roll-One	Macaroni Salad ½ c #8 Scoop Hamburger Bun- One	Red Potatoes ½ cup -4 oz. Spoodle Rye Bread- 2 slice	Fluffy Rice ½ cup #8 Scoop Flour Tortilla-One	Dressing ½ cup #8 Scoop Wheat Roll-One
VEGETABLES/FRUIT Two ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH ****. IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH *****.	Winter Squash** ½ cup- 4 oz Spoodle Mixed Green Salad 1 cup with 1 tsp Blue Cheese Dressing	Seasoned Spinach** ½ cup-4 oz Spoodle Tossed Green Salad 1 cup with 1 tsp 1000 Island Dressing	Peas w/ Red Pepper ½ cup-4oz Spoodle Coleslaw* ¼ cup-6 oz Spoodle	Carrot Raisin Salad** ½ cup #8 Scoop Tossed Green Salad 1 cup with 1 tsp French Dressing	Steamed Cabbage ½ cup- 4 oz Spoodle Carrots ** ½ cup-4oz Spoodle	Pinto Beans ½ cup- 4 oz spoodle Tomato Cucumber Salad ½ cup with Italian Dressing 1 tsp	Green Beans ½ cup-4 oz. Spoodle Mixed Green Salad 1 cup with 1 tsp Italian Dressing
C2 OR OTHER ALTERNATE							
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Decorated Cake 1 slice 2” square	Watermelon ½ cup or 1 slice	White Cake w/ Strawberry Glaze and Garnish- 1 slice	Cherry Pie 1 slice	Lime Gelatin with Mixed Fruit ½ cup #8 Scoop	Churro – One	Easter Cake with Jelly Bean Garnish
MILK: 8 OUNCES INDICATE TYPE (S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces
BEVERAGE: HOT OR COLD							

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INSTRUCTIONS	CINCO DE MAYO	MOTHERS DAY	MEMORIAL DAY	
INDICATE VITAMIN C SOURCE WITH "****" ½ CUP SERVING SOUP: ½ CUP SERVING LIST FOOD COMPONENT	Orange Juice* 4 ounces	Vitamin C Fortified Pineapple Juice* 4 ounces	Vitamin C Fortified Grape Juice* 4 ounces	Orange Juice* 4 ounces
MEAT OR ALTERNATE 3 oz. COOKED EDIBLE PORTION.	Beef Burrito 1 Burrito with 3 oz. Beef	Herb Lemon Chicken Breast 3 oz Chicken 2 oz. Sauce	BBQ Beef on Bun 3 oz. Beef 2 oz. BBQ Sauce	Roast Beef with Mushroom Gravy 3 oz. Beef 2 oz. Gravy
STARCH OR BREAD ALTERNATE INDICATE PORTION SIZE	Mexican Rice ½ cup #8 Scoop Tortilla One	Baked Potato One Wheat Roll – One	Potato Salad ½ cup #8 Scoop Bun-One	Mashed Potato ½ cup #8 Scoop Whole Wheat Bread- 1
VEGETABLES/FRUIT TWO ½ CUP SERVINGS VITAMIN A SOURCE MUST BE SERVED ON 3 SEPARATE DAYS PER WEEK. INDICATE WITH "****". IF VEGETABLE OR FRUIT IS USED FOR VITAMIN A & C SOURCE, INDICATE WITH "*****".	Green Beans ½ cup- 4 oz Spoodle Mixed Green Salad ½ cup with 1 tsp Italian Dressing	Green Beans ½ cup – 4oz. Spoodle Fresh Green Salad ½ cup with 1 tsp Blue Cheese Dressing	Corn ½ cup – 4oz. Spoodle Tossed Green Salad ½ cup with 1 tsp French Dressing	Green Beans ½ cup – 4oz. Spoodle Waldorf Salad ½ cup-#8 scoop
C2 OR OTHER ALTERNATE				
FORTIFIED MARGARINE OR BUTTER: 1 TSP.	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon	Fortified Margarine 1 teaspoon
DESSERT: ONE ½ CUP SERVING. LIST MAIN FOOD AND COMPONENTS	Flan ½ cup #8 Scoop	Decorated Cake 1 slice- 2" square	Watermelon ½ cup or 1 slice	Spice Cake 1 slice 2" square
MILK: 8 OUNCES INDICATE TYPE(S) OF MILK	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces	Lowfat or Nonfat Milk-8 ounces

DINING CENTERS MAY CHOOSE THREE (3) ADDITIONAL HOLIDAYS AS THEY BEST FIT INTO THEIR CALENDARS, SUCH AS:

- HAWAIIAN DAY
- HANUKKAH
- WESTERN DAY
- CHINESE NEW YEARS
- RESPECT FOR THE AGED DAY (JAPANESE)

OR ANY OTHER OF THEIR CHOICE

THESE DAYS AND MENUS WILL HAVE TO BE COORDINATED AND APPROVED BY THE CATERER (MORRISON) AND CNS REGIONAL NUTRITIONIST AT LEAST EIGHT (8) WEEKS IN ADVANCE.