APF (Appropriated Fund) Mensa Operations
USAG Italy, Darby Military Community

22 April 2026

Part 1

General Information

1. General: This is a non-personal service(s) contract under which the personnel rendering the service(s) are not subject, either by the contract's terms or by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees.

1.1 Description of Services/Introduction: This is a non-personal service(s) contract to provide Local National (HN) Mensa Operation Services in Camp Darby Bldg.5156, Via Aurelia Localita' Tombolo Gate 27, Pisa, Italy.

1.2 Background: The Contractor shall provide all Mensa services including, but not limited to, purchasing food ingredients, preparing, cooking, and serving food and drink items and cleaning the Mensa assigned areas. This Contract serves all LNs community as prescribed by COE (Conditions of Employment) art.46, at the same time this contract serves also as dining delivery point to US military and civilian community considering the DFAC is not available in Camp Darby and external contractors periodically work in the area.

1.3 Scope: The Contractor shall provide non-personal service(s). The Contractor shall provide all Mensa services including, but not limited to, purchasing food ingredients, preparing, cooking, and serving food and drink items and cleaning the Mensa assigned areas**.** to include The Contractor shall provide all labor, management, tools, supplies, chemicals, supervision, and other items or services to perform. The contractor shall accomplish in the performance of this contract respecting this Performance Work Statement (PWS) and all applicable and current US and Host Nation laws and regulations including, but not limited to, Italian A.S.L. (Azienda Sanitaria Locale), Host Nation Public Sanitary Department (Dipartimento Sanita' Pubblica) standards, applicable Italian food service law; D.lgs. 81/2008 Testo Unico sulla sicurezza del lavoro, US Army food regulations; Army Regulations AR 30-22; DA PAM 30-22; DA PAM 738-750; TB MED 530; FM 21-10; FM 10-23; FM 10-24; and TM 10-412. The US regulations can be obtained at http://www.apd.army.mil.

1.4 Objectives: The Contractor shall provide all Mensa services including, but not limited to, purchasing food ingredients, preparing, cooking, and serving food and drink items and cleaning the Mensa assigned areas. The Contractor shall provide the following items available for meal services at the serving line:

1. Full Meals and Half Meals as specified in the following paragraphs
2. Beverage Dispenser without quantity limitation (beverages offered are smooth water, sparkling water, sparkling cold water, cola, orange juice, fruits juice, and tea). Water and all other offered beverages must be consumed exclusively inside the Mensa area. Removing glasses or cups, under contractor property and responsibility, outside the Mensa area is prohibited. Beverages must be consumed "only" during Mensa service shift time from 11:30 - 14:00. Repair and maintenance of Beverage Dispenser is the Contractor's responsibility and to be performed at Contactor's expense. In case of Beverage Dispenser malfunction preventing proper beverage discharge, the Contractor will issue one (1) ½ liter bottled water with each Full Meal and Half Meal until dispenser is repaired and properly functioning.
3. Take Away Meals: One (1) ½ liter bottled water will be provided with each Full Meal and Half Meal. Take-Away is described in the following paragraphs.
4. In case of a health crisis or pandemic i.e. COVID, the service may change from self-service to take away service, without any changes on menu' offer or prices update.

1.5 General Information:

1.5.1 Quality Control Plan (QCP): The Contractor shall develop and maintain a QCP to ensure services are performed in accordance with (IAW) this PWS. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. The Contractor's QCP is the means by which it assures that the work provided complies with the requirements of the contract.

The Contractor's Proposed QCP shall be submit to the Contracting Officer (KO) through the Contracting Officer's Representative (COR) for review within 10 days after date of contract award (deliverable # 001).
The Government (COR, Quality Assurance Specialist, and KO) will review and either notify the Contractor in writing of acceptance of the plan or return their comments to the Contractor within 10 days. If the Government has provided comments, the Contractor shall then have 3 days to submit a Final QCP. After receipt of the Final QCP, the Contractor will receive the Contracting Officer's acceptance in writing. Any proposed

changes to the accepted QCP are required to be resubmitted for acceptance by the KO (through the COR) no later than 30 days prior to the anticipated change and before implementation by the Contractor. The timeline noted above will apply for review and acceptance for proposed changes. At a minimum, the QCP shall include and answer the following to be acceptable:

a. A chart showing the organizational structure and lines of authority, the names, qualifications, duties, responsibilities, and classification of each member of the Contractor's Quality Control Team.

b. How the Contractor will monitor work to ensure that performance complies with all deliverables (timelines, deadlines, goals, etc.)

c. How the Contractor will monitor work to ensure that performance complies with all specifications and requirements of the contract, including clauses.

d. How the Contractor will monitor and ensure staff qualifications remain current and valid including Department of Defense (DoD) Contractor Personnel Office (DOCPER) processes/approvals throughout contract performance.

e. How the Contractor will ensure all keys issued will remain controlled items (Paragraph 1.15 Key Control).

f. ***reserved***

g. How the Contractor will identify, investigate, and correct any non-conforming performance and prevent similar deficiencies in the future.

h. How the Contractor will file and save all Quality Control related documents for the life of the contract plus 5 years.

1.5.1.1 <u>Optional addendum to the QCP</u>: An Analysis of Quality Control and Timeliness of Submittals (i.e. deliverables) shall be submit to the COR within 30 days upon completion of each option period or Task Order (deliverable # 002).

1.5.1.2 <u>Quality Issues</u>: The Contractor shall inform the COR of issues or potential issues that might affect the performance within 2 hours of identifying those issues. Verbal reports shall be followed up by written reports within 1 day (deliverable # 003).

1.5.1.3 <u>Quality Assurance</u>: The Government will evaluate the Contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the acceptable quality levels (performance thresholds).

1.6 <u>Recognized Holidays</u>: The following provides information on recognized holidays for the purpose of the PWS. If submittal of any documentation (e.g. deliverables, submittals, etc.) deadlines fall on a holiday, the closest workday prior to the holiday will apply as the deadline for submittal.

1.6.1 <u>U.S. Holidays</u>: Work shall not be performed on Italian holidays and Rest day occurring during the normal workweek unless otherwise directed by the Contracting Officer.

1.6.2 <u>Host Nation Holidays</u>: Work shall not be performed on local Host Nation holidays occurring during the normal workweek unless otherwise directed by the Contracting Officer.

New Year's Day	January 1st	Epiphany (Three Kings Day)	January 6th
Easter Sunday		Easter Monday	
Liberation Day	April 25th	International Worker's Day	May1st
Pisa Patron Day	June 17th	Republic Day	June 2nd
Assumption Day	August 15th		
All Saints' Day	November 1st	Immaculate Conception	December 8th
Christmas Day	December 25th	St Stephen's Day	December 26th

Region Rest Days 2026:

President day 16th Feb (Mon)		Leghorn Patron 22nd May (Friday)	
Memorial Day 25th May (Mon)		Republic Day 1st June (Mon)	
Conjuction Patron Pisa 18-19 June		Independence Day	July 3rd (Fri)
Labor Day	7th September	Thanksgiving Day	26th November

1.7 <u>Operating Hours</u>: The Government facility office hours, facility operating hours, and the Contractor support hour requirements often coincide, however, they may differ. Please refer to the following.

The Contractor shall perform the **Local National Daily Mensa Operation Services/Lunch Time Monday through Friday from 11:30 to 14:00**. Hours of performance may vary and may be influenced by number of Mensa patrons in attendance. The Contracting Officer's Representative (COR) will notify the Contractor one week in advance of potential changes if deemed necessary by the US Government. Maximum required daily hours of performance at the serving line shall be

3.5 hours (3 hours and 30 minutes). Occasionally, the Contractor may be requested to perform on Saturday or Sunday for special operations/exercises. The COR will notify the Contractor three (3) working days in advance with the estimated quantity of meals to be served.

Authorized Mensa, HN Patrons: HN Patrons will be in possession of a meal card or an Army Air Force Exchange Service (AAFES) coupon and are employed by the Army or Air Force.

Authorized Mensa, HN Patrons are employees covered by the Conditions of Employment (COE). Authorized Mensa, Non-HN Patrons: Department of Army Civilian (DAC), US and Italian Military, and Guests (includes any HN Civilian, Military lawfully on the installation but not a part of the work force of DMC, dependents, dependents' guests, HN guests, etc.). Accepted payment is in Euro only.

Authorized Mensa, Contractors: External contractors working for the US Government. Accepted payment is in Euro only.

The three (3) categories of patrons shall use the Mensa service during the following specified time frames:

a. Authorized Mensa, HN Patrons: 1130 to 1400

b. Authorized Mensa, Non-HN Patrons: 1130 to 1400

c. Authorized Mensa, Contractors Patrons: 1300 to 1400

The above schedule is implemented to accommodate existing work shifts of Patrons and the HN bus service.

1.7.1 Government Facility Office Hours: The Government facility office hours are 0800-1700 Mon-Fri except U.S. and Italian holidays identified in paragraph 1.6.1 above or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings.

1.7.2 Government Facility Operating Hours: The Government facility operating hours occur between the hours of (**00:01 to 24:00**) MON-SUN due to necessity in some specific case of emergency access to Mensa Building for electricity emergency, emergency repair of equipment or utilities appliance and facility. The Government facility is open from early morning until the end of service and completion of cleaning and preparations for the next day, to ensure a correct daily canteen service as per the contract. The facility is open respecting working days, excluding holidays as per the annual list. Exceptionally and subject to a separate contractual agreement, the canteen contract may occasionally also provide breakfasts, lunches and dinners during special missions/exercise and for limited periods, but always subject to a separate agreement/contract.

1.7.3 Contractor Support Hours: The Contractor shall provide support between the operations hours within the timeframes necessary to guarantee the canteen service as previously indicated The Contractor shall maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the workforce are essential.

1.8 Contractor Work Plan: ***Reserved***

1.9 Military Work Schedule: ***Reserved***

1.10 Place of Performance: The work to be performed under this contract will be performed USAG Italy, Darby Military Community (DMC), Via Vecchia Livornese 788, 56128 Tirrenia (PI), Italy. The Mensa facility is located in building 5156 Depot area.

1.11 Security Requirements: The following information is provided on security related matters.

1.11.1 Security Program: ***Reserved***

1.11.2 Personnel Security Clearance Requirements: ***Reserved***

1.11.3 Background Checks: Army in Europe (AE) Regulation 604-1 provides guidance pertaining to background checks for U.S. and Host Nation Contractors. Here is a link to the publications: https://media.defense.gov/2015/Aug/26/2001922060/-1/-1/0/AER604-1.pdf.

1.11.4 United States Citizen: ***Reserved***

1.11.5 Local Nationals and Third Country Nationals: ***Reserved***

1.12 Physical Security: The Contractor shall safeguard all Government equipment, information, and property provided for Contractor use and is responsible for building facility closure and correct safety countermeasures.

1.12.1 Operations Security (OPSEC) Requirements: Contractor personnel shall adhere to facility security policies and restrictions. The Contractor shall immediately report suspicious activities to security personnel. Government issued access badges shall not be worn outside designated facilities where visible to the general public.

1.13 Installation Access: Access to U.S. installations and controlled areas is limited to personnel who meet security criteria and are authorized by Host Nation law to work in that country. Failure to submit required information/data and obtain required documentation or clearances in accordance with Army in Europe (AE) Regulation 190-16 (AE Reg 190-16) Installation Access Control or (AE) Regulation 604-1 for Italy specific contracts, will be grounds for denying access to U.S. installations and controlled areas. The Contractor shall ensure that any subcontractors used in performance of this contract complies with these requirements and that all employees, of both the Contractor and any subcontractor utilized by the Contractor, are made aware of and comply with these requirements. Should anything in this paragraph conflict with AE Reg 190-16 or (AE) Regulation 604-1, the regulation takes precedent.

The Contractor shall be aware of and comply with the requirements associated with Installation Access Control. The Government is not liable for any costs associated with performance delays due solely to a firm's failure to comply with Installation Access Control System (IACS) processing requirements.

The Contractor shall return installation passes to the issuing IACS office when the contract is completed or when a Contractor employee no longer requires access.

AE Reg 190-16 can be found on the following website:
https://media.defense.gov/2017/Apr/27/2001921546/-1/-1/0/AER190-16.pdf

1.13.1 Installation Pass Log: In addition, the Contractor shall submit the Contracting Officer, via the COR, an Initial Installation Pass Log within three (3) calendar days after contract award. The log must at a minimum contain the following information copy of a valid I.D. or Driver's License, copy of old pass if available, Scheda Anagrafica or visura camerale, information height, weight, eye and hair color of the applicant, all NLT 60 working days before expiration or 60 working days before date of hiring (deliverable # 4). Personnel without regular pass cannot work inside Mensa area under this contract. The log shall be updated as employees are added or removed. The Updated Installation Pass Log shall be current and available at any time upon request by the Government and submitted to the COR within five (5) days after any changes to the log.

1.13.2 Installation Pass Collection: The Contractor shall collect the installation access passes the same day employment of an individual has expired or has been terminated. The contractor shall return installation access pass to the issuing office within 1 day.

1.14 Common Access Cards (CAC): The Contractor shall be able obtain and maintain a CAC. The Contractor shall submit the Mission Partner Identity and Access Management (MP ICAM) registration request (provided by the COR) to the COR within fifteen (15) calendar days after award (unless circumstances require otherwise and as directed by the KO) 1 day (deliverable # 5). The Contractor shall ensure safeguarding of Personally Identifiable Information (PII) and comply with requirements under paragraph *1.25.5*. Web site
https://mpartnerspnrweb.dmdc.osd.mil/mpartnerspnrweb/app/.

1.14.1 CAC Log: The Contractor shall submit a CAC log within 30 calendar days after contract award and within five (5) days after changes have been made, unless circumstances require otherwise and as directed by the Contracting Officer. The COR will provide format and content for the log during the post award meeting. Note - CACs are Government property and shall be accounted for.

1.15 <u>Key Control</u>: The Contractor shall establish and implement methods of making sure all keys issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the Contractor's Security Plan *(NA),* and the QCP. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The Contractor shall immediately report any incidents of lost or duplicate keys to the Contracting Officer. In the event keys, other than master keys, are lost or duplicated, the Contractor shall, upon direction of the KO, re-key or replace the affected lock or locks; however, the Government, at its option, may replace the affected lock or locks or perform re-keying. When the replacement of locks or re-keying is performed by the Government, the total cost of re-keying or the replacement of the lock or locks shall be deducted from payment due to the Contractor. In the event a master key is lost or duplicated, all locks and keys for that system shall be replaced by the Government and the total cost deducted from the payment due to the Contractor. The Contractor shall prohibit the use of Government issued keys by any persons other than the Contractor's employees. The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than Contractor employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the KO. The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons. The Contractor shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations. These procedures shall be included in the QCP. Keys of the new facility will be consigned to the Contractor one or two days (48 hours maximum) before the service start date IAW previous contract closure operations. All actions must be taken to ensure and maintain the Mensa service without a break, or break unavoidable, keep it to a minimum.

1.16 <u>Post Award Conference</u>: The Contractor shall attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation (FAR) Subpart 42.5 and Army Regulation 70-13. The KO, COR, and other Government personnel, as appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these meetings the KO will apprise the Contractor of how the Government has assessed the Contractor's performance and the Contractor shall apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

1.16.1 <u>Periodic Progress Meetings</u>: The Contractor shall attend, participate in, and furnish input to scheduled and unscheduled meetings, conferences, and briefings that relate to the functions and services herein as required by the Government to provide effective communication and impart necessary information. The Contract Manager or designated representative shall attend meetings as requested by the Government. Meeting attendees shall at times include Contractor managerial, supervisory, and other personnel knowledgeable of the subject matter. Meetings may end outside of regular duty hours. The Contractor shall submit meeting minutes notes to the COR for review within 10 days after the day of the meeting (deliverable # 6). The COR will review and either notify the Contractor in writing of acceptance of the meeting minutes or return with their comments to the Contractor within 7 days. If the Government has provided comments, the Contractor shall have 3 days to submit a Final meeting minutes.

1.17 <u>Contracting Officer's Representative (COR)</u>: Refer to Part 2 of this PWS for the definition of a COR. As determined by the KO, a COR will be appointed and identified by letter of designation, a copy of which will be provided to the Contractor by the KO. The designation letter states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates, or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is not authorized to obligate the Government. If the work is not written in the contract, the COR is not authorized to request new work. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract, perform inspections necessary in connection with contract performance, maintain written and oral communications with the Contractor concerning technical aspects of the contract, issue written interpretations of technical requirements, including Government drawings, designs, specifications, monitor Contractor's performance and notifies both the KO and Contractor of any deficiencies, coordinate availability of Government property, and coordinate site entry of Contractor personnel. To ensure proper oversight, the Contracting Officer (KO) may appoint multiple Contracting Officer Representatives (CORs). In cases where multiple CORs are appointed, each will receive an appointment letter specifying their unique roles and responsibilities.

1.18 <u>Key Personnel</u>: The following personnel are considered key personnel by the Government: ***Contract Manager and his/her alternate***. The Contractor shall provide a Contract Manager (CM) who shall be responsible for the performance of the work. The

name of this person and an Alternate Contract Manager (ACM), who shall act for the Contractor when the CM/ACM is absent, along with a Curriculum Vitae (CV) for each of these individuals, shall be submitted in writing to the KO via the COR no later than 5 days. (Acceptance of the CV by the Contracting Officer is required before these individuals are permitted to perform any task on this contract.) The CM and ACM shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract. The CM or ACM shall be available between Operations hours and also in case of emergency (00:00/24:00) Mon-Sun. Qualifications for all key personnel are listed below:

a. Contract Manager and Alternate Contract Manager: The Contractor shall identify key personnel and the positions those personnel will hold. The Contractor shall submit resumes (in English) for the contract manager and his/her alternates. The resumes shall demonstrate that the contract manager and his/her alternates have at least two (2) years of experience as manager of a food facility and can clearly speak, read and write in English (level 3 minimum as indicated at Att.6) . Resumes shall clearly demonstrate that key personnel meet all requirements of the PWS. ~~The Contractor shall replace the contract manager and/or alternate should the customer (USAG-I) question his/her ability to speak, read, and/or write English clearly~~ The contractor's ability to understand, speak, read, and write English is fundamental and essential to the success of the contract. The client (USAG-I) reserves the right to withdraw from the contract if this qualification is not adequate to the required standards.. The contract manager and his/her alternate will be formally appointed and will be responsible for supervision of all daily Mensa operations and equipment inventory and respond during planned and unexpected inspections. The alternate manager function may not be “an additional duty” assigned to the chef or other employees assigned to kitchen duties; this is a specific position required to monitor operations daily IAW PWS, control cash point and equipment inventory operations. In addition, the alternate manager must communicate in clear English with guests, RCO representatives and inspectors.
The Contractor shall submit a Letter of Commitment stating that the Mensa Manager will be available if the Contractor is awarded the contract. Letters of Commitment will be signed by both the Contractor and the Mensa Manager, and must be provided on the Contractor's official letterhead. Letter of Commitment shall be valid for not less than one (1) year from the date of contract award.

The contract manager shall be responsible for the day-to-day performance of work. The name of this person and an alternate, who shall act for the Contractor when the manager is absent, shall be provided in writing to the Contracting Officer and the COR

along with the Contractor Quality Control Plan. The Contractor shall provide telephone numbers for the contract manager and alternate so they may be contacted immediately in case of an emergency (i.e., fire, power outage, etc.).
The contract manager and alternate shall have full authority to act for the Contractor on all matters pertaining to the performance of this contract. The contract manager and alternate shall speak, read, and write in English (Level 3), and meet with US Government personnel designated by the Contracting Officer to discuss contract performance and/or problems between the hours of 0800-1500, Monday through Friday, and correspond with US VET inspectors and understand identified deficiencies/shortcomings. At least two of the Contractor's employees shall have familiarity with the most common computer applications and operative systems and shall successfully pass required exams and be issued a personal Common Access Card (CAC) necessary for authorized to access US Government computers and installed automated systems.

The alternate/or the alternates to contract manager must have working knowledge of cash/computer point operations in case of the manager's absence, and is responsible for inventory equipment reports. The alternate manager shall be responsible to supervise all daily Mensa operations and inventory equipment reports during the contract manager's absence. Alternate manager duties may not be assigned as "an additional duty" to the chef or other employees assigned to kitchen duties; it is a specific position required to monitor the operations IAW PWS daily.

b. Quality Control Manager: {Chef} The Quality Control Manager must demonstrate a minimum of 5 years' experience, within the past 10, working as a Quality Control Manager. Quality Control Manager/Alternate shall be able to read and write English to grant daily operations.

c. Systems Administrator: **reserved**

d. Special Qualifications: **reserved**

1.19 Identification of Contractor Employees: All Contractor personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status is not obvious to third parties must identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. The Contractor shall ensure that all documents or reports

produced by Contractors are suitably marked as Contractor products or that Contractor participation is appropriately disclosed.

1.19.1 Contractor's Workspace: reserved

1.19.2 Contractor Identification: The Contractor (to include subcontractors) shall provide each of their employees an easily readable identification. The badge shall include the employee's name, the contractor's company name, the functional area of assignment, and employee last name. Companies with U.S. Government contracts shall require their employees to wear these badges visibly when performing work at Government workplaces unless this would be impractical because of mission or safety considerations. The Contractor shall collect all ID Badges upon completion of the contract or termination of employee. A listing of issued ID cards shall be furnished to the COR prior to the contract performance date and updated as needed to reflect Contractor personnel changes. The badge will be worn on an outer garment on the front of the body between the neck and waist and be visible at all times. Employees shall, during their tour of duty wear uniforms of a suitable type designed for Mensa operations. All apparel, aprons, caps, hair restrains and facial masks, as appropriate, shall be furnished by the Contractor at no additional cost to the US Government. The uniform and apparel shall be clean and sanitary each day. The Contractor shall ensure that each employee who is employed by the Contractor and working on the installation has a current and valid professional medical certificate, as required by the Italian Law, before starting work, and that said certificate shall not expire prior to completion of services according to this contract.

1.20 Contractor Travel: Reserved

1.21 Other Direct Costs (ODCs): Reserved

1.22 Data Rights: The Government has unlimited rights to all documents and materials produced under this contract. All documents and materials, to include the source codes of software, produced under this contract shall be Government owned and are the property of the Government with all rights and privileges of ownership and copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the Contractor without written permission from the KO. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. This right does not abrogate any other Government rights.

1.23 Non-Disclosure Requirements: Performance under this contract may require the Contractor to access data and information proprietary to a Government agency, another Government Contractor, or of such nature that its dissemination or use other than as specified in this work statement would be adverse to the interests of the Government or others. The Contractor and Contractor personnel shall not divulge, or release data or information developed, or obtained under performance of this PWS, except to authorized Government personnel or upon written approval of the Contracting Officer. The Contractor shall not use, disclose, or reproduce proprietary data, which bears a restrictive legend, other than as specified in this PWS. All documentation showing individual names or other personal information shall be controlled and protected under the provisions of the Privacy Act of 1974, Public Law 93-579, 5 United States Code (U.S.C.) Section 552a.

1.23.1 Non-Disclosure Statements: The Contractor shall submit signed non-disclosure agreements to the Government no later than 10 days prior to commencement of work under the contract (deliverable # 7). Disclosure of information by Contractor personnel may result in Contractor personnel removal from performance under this contract.

1.24 DoD Commercial Use of Imagery Guidelines: Per Public Use Notice of Limitations stated by Defense imagery Management operations Center and contained at www.dimoc.mil/resources/limitations/, the Contractor shall not cite any information (e.g., contract information, pictures, locations, etc.) obtained through this contract on any hard copy or digital marketing tools to include its company website.

1.25 Organizational Conflict of Interest (OCI): Contractor and subcontractor personnel performing work under this contract may receive, have access to or participate in the development of proprietary or source selection information (e.g., cost or pricing information, budget information or analyses, specifications or work statements, etc.) or perform evaluation services which may create a current or subsequent OCI as defined in FAR Subpart 9.5. The Contractor shall notify the KO immediately whenever it becomes aware that such access or participation may result in any actual or potential OCI and shall promptly submit a plan to the KO to avoid or mitigate any such OCI. The Contractor's OCI Mitigation Plan will be determined to be acceptable solely at the discretion of the Contracting Officer. In the event the Contracting Officer unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the Contracting Officer may affect other remedies as he or she

deems necessary, including prohibiting the Contractor from participation in subsequent contracted requirements which may be affected by the OCI.

1.26 Phase In /Phase Out Period: To ensure a smooth transition and minimize disruptions of services, the Contractor must have personnel hired, trained, and ready to work during the 5 days phase in/ phase out periods phase-in/phase-out periods. During the phase in period, the Contractor shall become familiar with performance requirements in order to commence full performance of services on the contract start date.

1.27 Safety: The following provides information pertaining to Safety and Accident Prevention: (Required for construction contract, repair and maintenance contract, and all Base maintenance solicitations and contracts that include a repair and maintenance feature. Section may be used as applicable elsewhere. RA shall consult with the responsible Safety Officer and Activity Manager applicable to location(s) associated with this PWS.)

1.27.1 Host Nation Safety Laws and Regulations: The Contractor shall comply with FAR 52.236-13, Accident Prevention (November 1991), the references contained therein (e.g. U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1)), **D.Lgs. 81/08, HACCP** and all applicable Host Nation Safety Laws and Regulations.

The requirements under FAR 52.236-13 and specifically of the EM 385-1-1 include, but are not limited to the following:

a. Before initiation of work at the job site, an Accident Prevention Plan, written by the Contractor for the specific work and hazards of the contract and implementing in detail the pertinent requirements of EM 385-1-1; will be reviewed for acceptance by designated Government personnel. Specific requirements for development of the Accident Prevention Plan are found in 01.A and Appendix A of EM 385-1-1. EM 385-1-1 is available online at www.usace.army.mil.

b. Before beginning each activity involving a type of work presenting hazards not experienced in previous project operations or where a new work crew or subcontractor is to perform work, activity hazard analysis (AHA) shall be prepared by the Contractor performing the work activity (See paragraph 01.a.09 of EM 385-1-1).

c. The Contractor shall require subcontractors to submit their plan of operations showing methods they propose to use in accomplishing major phases of work.

d. The Contractor shall discuss the plans in conferences convened by the Contracting Officer prior to starting work on each major phase of operation. Plans shall include all pertinent information such as layout of haul roads, access roads, storage areas, electrical distribution lines, methods of providing minimum exposure to overhead loads, and methods of access to work areas. The plan for accomplishing the initial work phase shall be submitted within 15 calendar days after award of the contract (deliverable # 8). Plans for subsequent major phases of work shall be submitted no later than 15 calendar days prior to initiation of work on each major phase (deliverable # 9).

e. **Reserved**

f. Food distribution contract must comply with following certification and legislation and subsequent amendments

(1) UNI EN ISO 9001:2015 Quality Management System;
(2) UNI EN ISO 14001:2015 Cat G Environment Management System;
(3) UNI EN ISO 14040:2006 Life Cycle Assessment Study;
(4) UNI CEN ISO/TS 14067:2013 Greenhouse effect – carbon footprint product
(5) IFS Food International Food Standard Version 6
(6) SA 8000:2014 Social Accountability 8000 – (Respect of human rights / Ethics in the work environment);
(7) UNI EN ISO 22005:2008 (Traceability System);
(8) DTP 108 (Gluten free certification);
(9) UNI EN ISO 22000:2005 (Food Safety Management System);
(10) BS OHSAS 18001:2007 (Occupational Health and Safety Management Systems - Food Service Requirements)
(11) UNI 10854:1999 (Hazard Analysis Critical Control Point – Hygiene Self-Monitoring Management System Risk Management)
(12) Food service operations are performed IAW TB MED 530
(13) Quality control system including identification of the commercial practices and procedures to be used, which enforces heath and food services sanitation requirements in accordance with A.S.L. standards
(14) AR 30-22 The Army Food Program
(15) The Food Service Program 17 JUL 2019

(16) DA PAM 30-22 Operating procedures for the Army Food Program 17 JUL 2019
(17) AR 40-25 Nutrition Standards and Education 3 JAN 2017
(18) TM 4-41.11 Dining Facility Operations 23 APR 2012
(19) TM 4-41.12 Food Program Operations 23 APR 2012
(20) DA FORM 4283 Facilities Engineering Work Request 1 NOV 2018
(21) Law No. 283/1962 (Food Hygiene):
(22) Establish the basic rules for the hygiene and safety of food products.
(23) Regulation (EC) No. 178/2002:
(24) Defines the general principles for food law, including traceability and safety.
(25) Regulation (EC) No. 852/2004:
(26) Establish hygiene rules for the production and distribution of food, including the use of the HACCP system.
(27) Regulation (EC) No. 853/2004:
(28) Regulates the hygiene of food of animal origin.
(29) Regulation (EU) 382/2021:
(30) Updates Regulation (EC) No. 852/2004, with particular attention to HACCP and hygiene.
(31) Legislative Decree 193/2007:
(32) Implements Regulation (EC) No. 852/2004 in Italy, introducing sanctions for non-compliance with HACCP.
(33) Law no. 166/2016:
(34) Deals with food waste.
(35) Regulation (EU) 2023/915:
(36) Establish maximum levels of contaminants and maximum residue limits in food.
(37) HACCP:
(38) The HACCP (Hazard Analysis and Critical Control Points) fundamental tool for ensuring food safety and mandatory for all food business operators.

1.27.2 <u>Accident Prevention</u>: In addition to other requirements for accident prevention specified in this contract, the Contractor shall comply with all Federal, State and Local requirements governing safety and health protection on construction sites and any other applicable occupational safety codes. The Contractor shall coordinate all work at the site, including development of plans and providing advance notices.

The Contractor shall indicate its plan for compliance considering conditions of the work described by the design, technical proposal, operational activities of the Government or

others in the area of the work, identification of the coordinator, and implementation of all other accident prevention provisions of this contract. For the compliance with host nation laws and regulations, the Contractor shall comply with the non-exclusive list of duties described in this paragraph. If the Contractor determines that additional activities are required to fully comply, the Contractor shall ensure that compliance with the laws is complete. The Contractor shall report all accidents, regardless of severity, immediately verbally and in writing within four (4) hours to the COR and before close of business (16:30hrs) of the same day. This includes, but is not limited to, injuries on Contractor's personnel, injuries on patrons occurred within the Mensa area, major spills of hazardous material, damage to US Government property, or accidental loss of US Government property resulting from the activities of the Contractor. In addition, the Contractor shall cooperate and provide information to any follow-up investigation of an accident by the installation safety personnel or the appropriate command representative. The Contractor shall notify the COR when systems/equipment are inoperable or damaged. Preventative maintenance shall be the responsibility of the Contractor. The Contractor shall report equipment defects to the COR.

The Contractor shall be aware of local safety requirements and ensure that all reasonable efforts are made to protect all persons from harm and US Government property from damage. The following documents will be required:

a) Single document for the assessment of interferential risks (Documento Unico di Valutazione dei rischi da Interferenze – D.U.V.R.I.) completed and provided to RSPP, COR and RCO, NLT 7 days from contract starting date;
b) Hazard general list (Matrice delle interferenze e delle misure di prevenzione e protezione adottate) completed and provided to RSPP, COR and RCO, NLT 7 days from contract starting date;
c) Standard Operating Procedure review: Emergency Plan for the Evacuation of injured people for USAG/Camp Darby, Livorno (Aggiornamento della procedura operativa: Piano di pronto intervento per l'evacuazione delle persone infortunate per la comunita' USAG/Camp Darby di Livorno).

1.27.3 <u>Safety Notifications</u>: The Contractor shall complete and submit safety notifications required by host nation authorities and shall provide documented proof to the Contracting Officer via the COR, no later than 2 days that such notifications were made:

a. The Contractor shall establish an approved safety plan that can be verified by the COR.

b. The Contractor shall submit a copy of the safety program to the Contracting Officer no later than ten (10) days prior to start of performance. As part of the safety program, the Contractor will establish and implement a HAZCOM (hazard communication) plan in the Mensa facility to inform and train employees on the proper use of chemicals. The program will be developed using manufacturer's product information and Safety Data Sheets (SDS must be available in English and Italian version). The program will consist of an inventory of hazardous materials used in the dining facility, manufacturer's SDS and instructions on proper use of each material, proper label on the containers and employee training. SDS station will be available for employee use.

c. Safety Rules and Regulations. In performing the services required hereunder, the Contractor shall conform to all safety rules and regulations applicable to the subsistence building and facilities which are in effect during the time of performance of this contract and shall take such other precautions as may be reasonably required hereunder to assure accident-free performance. All accidents, however, which may arise out of or in connection with the performance of services required hereunder, and which result in injury, death or property damage, shall be reported in writing to the COR with a copy to the Contracting Officer within 24 hours after such accident occurs. Reports with full details of the accident involved, including statements of witnesses shall be provided to the COR once they become available for distribution. If a claim by a third party is made against the Contractor on account of an accident that occurs in connection with performance of this contract, the Contractor shall promptly report the facts, in writing, to the Contracting Officer.

1.27.4 <u>Italian Safety Law Decreto Legislativo (DLGS) 528/99</u>:
Reserved

1.28 <u>Environmental Compliance Plan and Program</u>:

Contractor must be certified UNI EN ISO 14001:2015 Cat G Environment Management System and subsequent updates

"The Contractor shall ensure that all of its operations and activities conform to the USAG Wiesbaden's environmental policy requirements. The Contractor shall ensure that all contract personnel have received appropriate levels of training in the handling,

use, storage, and disposal of hazardous material. In addition, the Contractor shall ensure that all Contractor controlled activities on USAG Italy installations are conducted in accordance with the USAG Italy Spill Prevention and Response Plan, Solid Waste Policy, Final Governing Standards-Italy, and applicable Italy environmental laws/standards."

The Contractor shall comply with all applicable environmental protection directives. The Contractor shall follow manufacturer's guidelines and professional recommendations for control of humidity, temperature, cleanliness, and materials handling. Upon occurrence of any spill that could enter the sewer system or could cause any harmful environmental effects, the Contractor shall notify, immediately, the Fire Department/MP/PWO at DSN 645 8202 and the COR DSN 645 8536 to report the incident and request support.

1.28-1 <u>Hazardous Material / Substances</u>: If contract requires the use of hazardous materials/substances, the Contractor shall, prior to mobilization, inform the KO/COR of the types and amount of hazardous materials needed to be brought onto the Garrison in order to fulfill their contractual requirements. Contractor shall also provide the Safety Data Sheets, storage requirements and proposed storage locations for the hazardous material. The KO/COR shall provide a copy of this information to the Garrison Fire Department and the Environmental Division.
SDS in Italian and English always available for all produtcts haz-mat and chemical utilized, also a published inventory always 100% update must be visible on each haz mat storage area.

1.28-2 <u>Contract Completion</u>: Prior to contract completion, the Contractor shall remove all hazardous materials and dispose of all hazardous waste (HW) generated in accordance with Final Governing Standards Italy and applicable Italy environmental laws/standards. A copy of the HW disposal documents shall be forwarded to the COR and HW program manager at the Department of Public Works (DPW) Environmental Division within 10 days after disposal.

1.28-2 <u>Contract Clean-up</u>: The Contractor shall clean up at its own expense any contamination, including soil and ground water contamination caused by hazardous materials/substances brought onto the garrison, or by his activities. The Contractor shall immediately report any hazardous substance spills to the Garrison Fire Department and COR within 30 minutes and written follow-up within 24 hours. "The Contractor shall contact the COR and the USAG Italy Directorate of Public Works-Environmental Division (DPW-ED), for a copy of the Garrison Environmental Policy, Spill Prevention

and Response Red Plan, Garrison Solid Waste Policy and Italy Final Governing Standards.

"Current Environmental Policy and Current Prohibited Refuse Disposal Practices Policy (see link website below):

https://home.army.mil/ansbach/6415/4696/0913/Spill_Prevention_Handout.pdf
https://home.army.mil/ansbach/6215/4696/0915/Haz_Waste_n_Haz_Mat_Handout.pdf
https://home.army.mil/ansbach/5415/4696/0936/Green_Procurement_Handout.pdf
https://home.army.mil/ansbach/2615/4696/0939/Environ_Friendly_Buying.pdf

1.29 Required Training: The following provides information on training requirements.

1.29.1 Anti-Terrorism (AT) Level I Training: All Contractor employees, including subcontractor employees, who are employed under the contract, shall complete AT Level I Training within 7 days after contract award date (deliverable # 10) or effective date of incorporation of this requirement into the contract, whichever applies, or 7 days after employment of new personnel. Contractor personnel travelling overseas shall complete area of responsibility (AOR) specific AT awareness training for U.S. based Contractor employees and associated subcontractor employees. The Contractor shall submit certificates of completion for each affected Contractor employee and subcontractor employee to the COR (or to the KO, if a COR is not assigned) within 7 days after completion of this training by all employees and subcontractor personnel. AT Level I awareness training is available at https://jkodirect.jten.mil. Contractor personnel shall complete refresher training every twelve (12) months except AOR specific AT Level I training which shall be completed as required by local AT policies.

If training cannot be conducted on the website, the Contractor shall coordinate with the COR who will contact the local AT Officer at their assigned location for classroom training. Contractor personnel completing training in the classroom will receive a certificate or the training attendance roster signed by the AT Officer. Verification of the training shall be submit to the COR within 7 days after completion of the training.

1.29.2 OPSEC Training: (As required on the AT/OPSEC Cover Sheet) IAW AR 530-1, All Contractor employees, including subcontractors, shall complete Level I OPSEC training within 7 days of employment under this contract after contract award date (deliverable # 11). Verification of the training shall be submitted to the COR within 7 days after completion of the training. OPSEC Level I training is available at http://www.cdse.edu/catalog/elearning/GS130.html. Contractor personnel shall

complete refresher training (IAW AR). Verification of the training shall be submitted to the COR within 7 days after completion of the training.

If training cannot be conducted on the website, the Contractor shall coordinate with the COR, who will contact the local OPSEC Officer at their assigned location for classroom training. Contractor personnel completing training in the classroom will receive a certificate or the training attendance roster signed by the OPSEC Officer. Verification of the training shall be submitted to the COR within ***7 days*** after completion of the training.

1.29.3 iWATCH Training: (As required on the AT/OPSEC Cover Sheet) The Contractor and all associated subcontractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity Anti-Terrorism Officer). This training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 7 days after the contract (deliverable #12) is awarded and within 7 days after new employees commence contract performance, with the results reported to the COR within 7 days after the contract is awarded and within 7 days after new employees commence contract performance. Verification of the training shall be submit to the COR within 7 days after completion of the training. Training slides can be found on the Defense Visual Information Distribution Service website: https://www.dvidshub.net/video/583923/iwatch-2018.

1.29.4 Information Assurance (IA) Training: (As required on the AT/OPSEC Cover Sheet) The Contractor required to access on Government computer required to be certified. This training shall be completed within 7 days after the contract is awarded (deliverable #13) and within 7 days after new employees commence contract performance, with the results reported to the COR within 7 days after the contract is awarded and within 7 days after new employees commence contract performance. Verification of the training shall be submit to the COR within 7 days after completion of the training. Training slides can be found on the Defense Visual Information Distribution Service website: CS Signal Training Fort Eisenhower (army.mil)

1.29.4.1 Cyber Awareness Training: All Contractor employees, including subcontractors, requiring access to Government information systems shall complete the Department of Defense (DoD) IA Cyber Awareness Training within as required on the AT/OPSEC Cover Sheet 7 days after contract award date or effective date of incorporation of this requirement into the contract (deliverable # 14), whichever applies,

or 7 days after employment of new personnel. Verification of the training shall be submitted to the COR within 7 days after completion of the training. Training is available https://cs.signal.army.mil/, this is a CAC enable only site. User will be required to sign a user agreement.

1.29.4.2 Information Technology (IT)/IA: All Contractor employees, including subcontractors, working information technology (IT)/IA functions shall comply with DoD and Army training requirements per Information Assurance Training Certification and Workforce Management DoD Directive (DoDD) 8570.01, Information Assurance Workforce Improvement Program DoD 8570.01-M, and Information Assurance AR 25-2 within thirty (30) calendar days of employment (deliverable # 15).

1.29.4.3 Army Training Certification Tracking System (ATCTS): All Contractor employees, including subcontractors, performing services under this contract with access to a Government information system must be registered in the Army Training Certification Tracking System (ATCTS), the web address is https://atc.us.army.mil/iastar/index.php. Verification of registration shall be submitted to the COR within 7 days after registration (deliverable #16). Contractor personnel must complete refresher training every 12 months. Verification of the training shall be submitted to the COR within *7 days* after completion of the training. ATCTS web site is a CAC enable web site.

1.29.4.4 Network Access Training: The COR will provide the Contractor with the required training for network access within *7 days* days after contract award. Contractor shall submit training certificate(s) within 7 days days after contract award.

1.29.5 Personally Identifiable Information (PII): Contractor employees, including subcontractors, performing services under this contract with access to PII and Government information shall complete "Identifying and Safeguarding PII" within 30 calendar days of employment (deliverable #17). Contractor personnel shall complete refresher training every twelve (12) months from initial completion. The Contractor shall submit to the COR a copy of the training certificates for its employees no later than five (5) days after completion. Training is available at https://public.cyber.mil/training/identifying-and-safeguarding-personally-identifiable-information-pii/

1.29.6 Threat Awareness and Reporting Program (TARP): *(As required on the AT/OPSEC Cover Sheet)* Contractor employees, including subcontractors, performing

services under this contract with access to Government installations shall complete TARP training within *7 days* of employment (deliverable #18). Contractor personnel shall complete refresher training every twelve (12) months. The Contractor shall the COR a copy of the training certificate(s) within *7 days* calendar days after competition. CORs will need to contact local military intelligence group to coordinate face to face training (https://usacac.army.mil/organizations/902d-military-intelligence-group/annual-training-requirements), if this is not feasible training (CAC required) is available at: https://learn.atis.army.mil/moodle/.

1.30 Notice to Proceed: *reserved*

1.31 Electromagnetic Compatibility Directive: The Contractor certifies that all electrical and electronic equipment and appliances furnished are in compliance with the Electromagnetic Compatibility Directive 2014/30/EC. Any penalties for noncompliance imposed by the Government of the European country where the equipment or appliances are delivered, or product liability claims caused by interference generated by furnished appliances or equipment are the sole responsibility of the Contractor.

1.32 Government Property and Services

Incidental property is defined as Government property that is incidental to the place of performance, when the contract requires contractor personnel to be located on a Government site or installation, and when the property used by the contractor within the location remains accountable to the Government. Items considered to be incidental to the place of performance include, for example, office space, desks, chairs, telephones, computers, and fax machines. The Contractor shall only use the property for performing work in support of this contract. Modifications or alterations of property are prohibited. The Contractor shall not cannibalize property. In the event property is received by the Contractor in a condition not suitable for its intended use, the Contractor shall notify the COR in writing within 2*4 hours*. The Contractor shall have a process to enable the prompt recognition, investigation, disclosure and reporting of loss of incidental property (meaning unintended, unforeseen or accidental loss, damage, or destruction of Government property that reduces the Government's expected economic benefits of the property. Contractors shall include the control of incidental property in their Quality Control Plan.

(1) The Contractor shall investigate and report to the Government COR all incidents of property loss with 24 hours. This process shall include the corrective actions necessary to prevent recurrence. Such reports shall, at a minimum, contain the following information:

(i) Date of incident (if known)

(ii) Cause of incident

(iii) Nomenclature

(iv) National Stock Number (NSN) / Part number

(v) Quantity

(vi) Serial Number

(vii) Copies of all supporting documentation

(viii) Last known location

Should it be determined by the Government that the Contractor (or subcontractor) is liable. The Contractor shall reimburse the Government for loss of incidental property as directed by the Contracting Officer. If incidental property is required to leave the installation to meet mission requirements the contractor shall notify the COR and fill out a property pass.

1.33 Conventional Forces Europe (CFE) Treaty Verification Inspection: Reserved

PART 2

DEFINITIONS & ACRONYMS

2. Definitions and Acronyms:

2.1 Definitions: Although not inclusive of every term used within this PWS, the following provides a list of definitions used throughout this PWS and commonly used in the acquisition field.

Contracting Officer (KO) – means a person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: The only individual who can legally bind the Government.

Contracting Officer's Representative (COR) – As defined in DFARS 202.101, means an individual designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions. Department of Defense Instruction (DoDI) 5000.72, Part II Definitions states the following when defining a COR: "Defined in subpart 202.101 of Reference (f). Any individual delegated responsibilities pursuant to subpart 1.602-2 of Reference (e), regardless of local terminology, must be certified in accordance with this instruction. For example, local terminology can be COR, contracting officer's technical representative, technical point of contact, technical representative, alternate COR, administrative COR, assistant COR, line-item manager, task order manager, quality assurance personnel, quality assurance evaluator, or COR management." In addition, Army Regulation 70-13, Chapter 2, paragraph 2-2g, states, in part, the following when providing support personnel to assist the COR, "These other surveillance support personnel may serve as on-site representatives of the COR in performance of actual contract surveillance if they meet all COR requirements and have been appointed by the KO as alternate CORs."

Contractor – means a supplier or vendor awarded a contract to provide specific supplies or service to the Government. The term used in this contract refers to the prime.

Contractor-acquired property – means property acquired, fabricated, or otherwise provided by the Contractor for performing a contract, and to which the Government has title.

Day – means, unless otherwise specified, a calendar day.

Defective Service – means service output that does not meet the standard of performance associated with the Performance Work Statement.
Deliverable – means anything that can be physically delivered but may include non-manufactured things such as meeting minutes or reports.

Government-furnished property – means property furnished to the contractor the Government and subsequently furnished to the Contractor for performance of a contract. Government-furnished property includes, but is not limited to, spares and property furnished for repair, maintenance, overhaul, or modification. Government-furnished property also includes Contractor-acquired property if the Contractor-acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.

Government property – means all property owned or leased by the Government. Government property includes both Government-furnished property and Contractor-acquired property. Government property includes material, equipment, special tooling, special test equipment, and real property. Government property does not include intellectual property and software.

Industrial Property Management Specialist (Property Administrator) – means an authorized representative of the Contracting Officer appointed in accordance with agency procedures, responsible for administering the contract requirements and obligations relating to Government property in the possession of a Contractor.

High Level Objective (HLO) – means a key overarching result-based objective for a project necessary to achieve the project's vision. HLOs are similar to Level 2 in a Work Breakdown Structure. Each HLO may contain several statements to flesh out the areas necessary to meet the objective.

Physical Security – means that part of security concerned with physical measures designed to safeguard personnel; to prevent unauthorized access to equipment, installations, material, and documents; and to safeguard against espionage, sabotage, damage, and theft.

Quality Assurance – (or Government contract quality assurance) means the various functions, including, inspection, performed by the Government to determine whether a Contractor has fulfilled the contract obligations pertaining to quality and quantity.

Quality Assurance Surveillance Plan (QASP) – means the key Government-developed surveillance process document and is applied to Performance-Based Service Contracting (PBSC). The QASP is used for managing Contractor performance assessment by ensuring that systematic quality assurance methods validate that Contractor quality control efforts are timely, effective, and are delivering the results specified in the contract or task order. The QASP directly corresponds to the performance objectives and standards (i.e., quality, quantity, timeliness) specified in the Performance Work Statement (PWS). It provides specific details on how the Government will survey, observe, test, sample, evaluate, and document Contractor performance results to determine if the Contractor has met the required standards for each objective in the PWS. The QASP, with very few if any exceptions, is an internal to Government document.

Quality Control – means all necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

Statement – means the specific results-based activities required to satisfy HLOs. A statement contains a result, the context of the statement, and the required action(s). Statements focus on “what” is to be accomplished; however, they are not prescriptive in describing “how” the outcome is to be achieved. Each HLO may have several statements to flesh out the areas necessary to meet the objective. Statements are similar to Level 3 in a Work Breakdown Structure.

Subcontractor – means one that enters into a contract with a prime Contractor. The Government does not have privity of contract with the subcontractor.

Workday – The number of hours per day the Contractor provides services in accordance with the contract.

Work Week – Monday through Friday, unless otherwise specified.

2.2 <u>Acronyms</u>: Although not inclusive of every term used within this PWS, the following provides a list of acronyms used throughout this PWS or commonly used in the acquisition field.

ACOR	Alternate Contracting Officer's Representative
AE	Army in Europe
AFARS	Army Federal Acquisition Regulation Supplement
AHA	Activity Hazard Analysis
AOR	Area of Responsibility
AQL	Acceptable Quality Level
AR	Army Regulation
AT	Anti-terrorism
ATCTS	Army Training Certification Tracking System
CAC	Common Access Card
CCE	Contracting Center of Excellence
CFE	Conventional Forces Europe
CFR	Code of Federal Regulations
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer’s Representative
COTS	Commercial-Off-the-Shelf
CS/KS	Contracting Specialist
DA	Department of the Army
DD250	Department of Defense Form 250 (Receiving Report)
DD254	Department of Defense Contract Security Requirement List
DFARS	Defense Federal Acquisition Regulation Supplement
DISS	Defense Information Security System
DMDC	Defense Manpower Data Center
DoD	Department of Defense
FAR	Federal Acquisition Regulation
FRG	Federal Republic of Germany
GP	Government Property
HLO	High Level Objective
HIPAA	Health Insurance Portability and Accountability Act of 1996
IA	Information Awareness
IACS	Installation Access Control System
IACO	Installation Access Control Office
ID	Identification
IGE	Independent Government Estimate
IT	Information Technology
JTR	Joint Travel Regulation
KO/CO	Contracting Officer

MP ICAM	Mission Partner Identity and Access Management
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
OPSEC	Operations Security
PA	Property Administrator
PDF	Portable Document Format
PII	Personally Identifiable Information
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RA	Requiring Activity
RCO	Regional Contracting Office
SETAF-AF	Southern European Task Force, Africa
SIGE	Safety and Health Protection Plan
STD	Standard
TE	Technical Exhibit
USAREUR-AF	U.S. Army Europe - Africa
UOM	Unit of Measure

PART 3

GOVERNMENT PROPERTY (GP) AND SERVICES

3. <u>Government Property and Services</u>:

3.1 <u>Services</u>: The Government will provide periodic maintenance service of all Government equipment and furniture with a specific and separated contract any government equipment deficiencies must be reported immediately to the COR.

3.2 <u>Facilities</u>: The Government will provide **Bldg 5156 Mensa Facility Depot** "The Contractor shall use reasonable care to avoid damaging existing buildings, equipment, and vegetation on the Government installation. If the Contractor's failure to use reasonable care causes damage to any of this property, the Contractor shall replace or repair the damage at no expense to the Government as the Contracting Officer directs. If the Contractor fails or refuses to make such repair or replacement, the Contractor shall be liable for the cost, which may be deducted from the contract price."

3.3 <u>Utilities</u>: The Government will provide (water, electricity). The Contractor shall instruct employees in utilities conservation practices. The Contractor shall operate under conditions that preclude the waste of utilities, which include turning off the water faucets or valves, light switches, etc. after using the required amount to accomplish tasks requiring the use of the utilities.

a. The US Government shall make available to the Contractor all reasonably required amounts of utilities (water, gas, electricity) from existing outlets and supplies without charge. The Contractor shall carefully conserve any utilities furnished. The US Government will assume the responsibility for maintenance of the utilities. The Contractor is responsible for providing the COR with a detailed list of all defects, defective materials, defective equipment at the point of defect is discovered. The Contractor shall identify the type, kind, and condition of the defect and include the date the defect was discovered and whether the classification of the defect is critical, major, or minor.

b. The US Government shall make available to the Contractor, without charge, a telephone class "C" to make calls within the military reservation area only. The location

of the telephone will be designated by the Contracting Officer or the COR. The use of the telephone to make calls outside the military reservation area is strictly prohibited.

c. The US Government will provide pest monitor services and treatments for on-post buildings to include the Mensa. If pests are discovered, the Contractor shall coordinate through the COR for exterminator service to resolve the problem through the DPW Entomology office.

d. The US Government shall furnish refuse pick-up and disposal service at existing, established pick-up locations for on-post facilities except for oil waste, which shall be disposed at the Contractor's expense.

e. The US Government shall provide the upkeep of the grounds as far as cutting the grass and weeding; however, the Contractor is responsible for the daily upkeep of loose litter/trash found on the Mensa premises around the kitchen and dining room entrances and exits. The Contractor shall keep entrance areas clean from all trash and shall check the areas a minimum of three (3) times a day for cleaning purposes. The Contractor shall sweep sidewalks and remove debris from receiving areas, dumpsters and facility entrance/exit ways. Debris is defined as trash, cigarette butts and any other foreign matter.

f. The Contractor shall remove snow and ice from sidewalks and access areas used for the contracted services within two (2) hours after precipitation stops. In the event of severe snow/ice storms the Contractor shall perform partial removal of snow/ice during precipitation to maintain access routes in safe conditions.

g. Weather, traffic, or other conditions may demand additional cleaning or maintenance by the Contractor to keep grounds clean and provide safe access to facilities.

h. The US Government will conduct fire prevention/protection, inspections and check maintenance of US Government furnished fire extinguishers and systems. The Contractor shall comply with the fire protection and prevention regulation and fire defense plan prescribed for the facilities in which the service is to be accomplished.

i. In case of an emergency, the Contractor shall call 118 for local hospital assistance. The Darby military community does not have a medical facility. The Mensa facility has Automated External Defibrillator (DAE/AED) for emergency use.

j. If Contractor personnel experience problems with water supplies, they shall immediately contact the COR or the USAG Italy, DMC, DPW Utilities branch at DSN 115 or the duty officer at DSN 645-8202 and report the incident.

3.4 Equipment:

The US Government will provide, without cost, the facilities, property as facility, equipment, and/or services as listed in Section 5 (IAW Attachment #1, GP see Para 5.1.3.e). In the event of a change of service location, a new GP hand receipt will be generated to reflect the list of furnished equipment at the new facility through contract modification. An annual inventory will be required; inventory will be jointly performed by the COR and the Contractor and documented in the COR file.

a. The US Government will furnish the Mensa facility. The facility will be located in building 5156 in the USAG Italy, Darby Military Community Depot area, Pisa (Italy). Assigned facility could change during the course of the contract time, based upon Commander's decision. The Contractor will be notified of the change of location 45 days before moving of the service shall occur as discussed in Para Place of Performance.

b. The Contractor shall not alter US Government furnished facilities (GFF) without prior approval of the Contracting Officer. Any changes to GFF must be requested in writing to the Contracting Officer.

c. The US Government will further develop, maintain and implement a maintenance program for the major maintenance and repair of GFF.

d. The Contractor shall establish and maintain a program for the use, protection, and preservation of GFF in accordance with sound industrial practice and perform minor maintenance as described in para 3.7

e. The US Government shall retain title to all US Government furnished facilities.

f. The Contractor shall return the facilities to the US Government in the same condition as received. Except for fair wear and tear and approved modifications, the Contractor shall be liable for any damage incurred to GFF during the course of the contract.

g. These facilities shall be used for performance of this contract only.

h. In the event these facilities are undergoing an upgrade, repair or renovation by the US Government, the Mensa contract service will be suspended IAW building emergency contingencies without reimbursement.

i. The US Government will provide Government Furnished Facilities paragraph 5.1.1., and some Government Property, or equipment (GP). All other property necessary to perform the Mensa service shall be provided by the Contractor at the Contractor's expense.

j. The Contractor shall establish and maintain a program for the use, protection, and preservation of GP in accordance with sound industrial practice.

k. The US Government shall retain title to all GP.

l. Minor (Operator level) maintenance, as defined in this PWS, shall be performed by the Contractor in accordance with the manufactures published manuals. All major services repairs will be requested thorough the COR and approved by the Contracting Officer. The U.S. Government will further develop, maintain and implement a maintenance program for the major maintenance and repair of GP.

m. Not later than five (5) working days before the start of the contract and not later than five (5) working days after moving into a new facility when changing location, the Contractor and the COR shall conduct a joint inventory of all GP listed on GP module (deliverable #20). All GP in need of repairs/maintenance shall be repaired/maintained by the US Government before the joint inventory is made. Not later than (5) working days before the end of the contract or the date communicated to leave the facility prior a change of location, as directed by the US Government, the Contractor and the COR shall jointly determine the working order and condition of all the GP.

n. GP not in working order shall be recorded and a report forwarded by the Contractor to the Contracting Officer and the COR. The US Government shall retain the option to replace or repair all GP not in working conditions. In case of major failure of Government furnished equipment requiring extensive time to repair or replace, the

Contractor shall continue providing Mensa services as outlined in this PWS in accordance with the following options:

(1) The Contractor shall temporarily provide substitute equipment and shall be responsible for transportation, maintenance, repair and removal of said equipment from the facility within five (5) days after termination of the contract, or
(2) The Contractor shall partially subsidize the Mensa contract services through a catering service.

The provided equipment shall meet European (EU) and Host Nation safety requirements. The KO will give written disposition instructions for items beyond repair. If the Contractor fails to take part in the inventory, the Contractor shall accept the GP listed in the hand receipt at the conditions indicated by the US Government. If the Contractor takes part in the inventory, but disagrees with the COR's determination as to the working order of the GP, this disagreement shall be treated as a dispute according to the "Disputes" clause of this contract.

o. The Contractor shall notify the COR when a GP needs repair within five (5) hours after identification in writing. The US Government may repair or replace the GP listed in the contract or require the Contractor to provide replacement of the property by written communication from the Contracting Officer. The US Government will remove GP considered no longer repairable. The US Government will replace the GP only when replacement is necessary due to fair wear and tear and not due to misuse on the part of the Contractor. The US Government will replace GP with same or similar items. GP disposed off or acquired will be reflected in the accountability document.

p. The Contractor and the COR shall conduct a joint inventory of GP during the last month of the contract (closeout). The Contractor shall be liable for loss or damage incurred during the course of the contract. Except for certain high value GP, above $5,000.00, the amount of the Contractor's liability shall be the depreciated replacement value of the GP to be determined by the Contracting Officer.

q. When it is determined to be beyond economical repair, the GP will be returned to the US Government in its entirety. Upon completion of the contract, all remaining GP shall be returned to the US Government.

3.5 Special Tooling and Test Equipment: Reserved

3.6 Materials: Reserved

3.7 Maintenance:

a. The Contractor shall perform minor maintenance (operator level care and maintenance) for all GP. The definition of minor maintenance is found in this PWS.

b. The Contractor shall provide operator level maintenance and service for Contractor
furnished equipment.

c. Before operating GP and Contractor's equipment, the Contractor shall inspect equipment for signs of damages, including loose door seals, inoperative handles, and loose hinges.

d. Before operating GP and Contractor's equipment, the Contractor shall always inspect water, gas and steam lines, and control connected to food service equipment to see that connections are secure and no leaks have occurred.

e. The Contractor shall ignite pilot lights, perform minor repairs to tighten connections, and engage GP and Contractor's equipment to power sources.

f. Before operating the GP and Contractor's equipment, the Contractor shall always inspect electrical wiring, connections, and components to see that they are dry, clean, and secure.

g. The Contractor shall clean and dry connections and perform minor repairs to engage GP and Contractor's equipment to power source.

h. The Contractor shall not operate GP when deficiencies are found during before operation inspections and shall cease operation of GP upon occurrence of a malfunction.

i. The Contractor shall perform minor repairs of GP including tightening of nuts, bolts, arms and legs of chairs, and leveling of tables and chairs.
j. The Contractor shall initiate all work requests (the Contractor shall call DSN 115, Public Works operator, or upon request from Public Works operator shall submit a filled out DA Form 4283, Facilities Engineering Work Request, attached to this PWS). The Contractor may request assistance of the COR for preparation of the above mentioned

form. In any case the Contractor shall inform the COR immediately when requests of intervention are submitted to Public Works operator. The Contractor shall establish and maintain a Maintenance Request Register in the facility. The register will record all service calls and work requests made for the GP. The log shall include the requested action, the time and date requested, the person making the request, the control number, and the date the work was completed.

k. The Contractor shall follow up bi-weekly and shall record the results. The Contractor shall notify the Contracting Officer and the COR in writing when the US Government's (Public Works) failure to make repairs on GP within a specified time period would impair the Contractor's ability to perform any requirement of this contract.

l. In case of major failure requiring long time to perform repairs or implement replacement of equipment, the Contractor's required to provide catering services or temporary replacement of failed equipment at Contractor's expense.

m. The Contractor maintenance operations of Mensa equipment shall operate outside the time shift of food preparation (0700-1130) and outside Mensa lunch schedule (1130-1400). Repair shall be conducted exclusively from 1400 to 1700, during which time frame the Contractor leader or a designated Contractor employee will supervise the repair until it is concluded. In the event of urgent and extended repairs, the contractor must be available to keep the canteen open outside of normal business hours (Mon-Fri 7:00-16:00), as well as beyond those hours and, if necessary, even on Saturdays. The contractor must provide an emergency number in the event of a refrigerator alarm and be available to open the premises 24 hours a day, Mon-Sun.

n. The Contractor shall provide cleaning service for the GP and the Contractor's equipment as follows:

i. The Contractor shall clean all ventilating hoods on the exterior and interior prior to the start of the lunch meal daily. Properly cleaned hoods shall be free of grease, dirt, dust, foreign matter, and streaks. The Contractor shall remove and thoroughly clean all removable grease filters twice weekly. After cleaning filters shall be free of grease, dirt, dust, and foreign matter.

ii. The Contractor shall clean ovens, and ranges, daily as a minimum, to remove food particles, spillage, grease, etc. Equipment shall be permitted a cool down period and shall be thoroughly cleaned inside and out weekly. Properly cleaned equipment shall be free of dirt, grease, rust, food particles and foreign matter.

iii. The Contractor shall clean grills and grill tops after each use and prior to the next use to remove food particles, spillage, grease, etc. Properly cleansed equipment shall be free of dirt, grease, rust, and food particles and foreign matter.

iv. The Contractor shall clean pass-through and other types of food holding boxes (hot or cold) on the inside and outside after each meal and prior to the next use to remove food particles and grease. Properly cleaned food holding boxes shall be free of grease, food particles, dirt, and foreign matter.

v. The Contractor shall clean all refrigeration equipment (interior and exterior) daily to include scrubbing of walls, floors, shelves, and/or storage racks. Thorough cleaning of refrigeration equipment shall be completed daily, no later than one hour after the required; e.g., spilled food particles. Properly cleaned refrigeration equipment shall be free of all food spillage, dirt, dust, grease, and foreign matter.

vi. The Contractor shall clean freezers, to include ice cream storage cabinets on the exterior daily. Defrosting and interior cleaning of freezers shall be accomplished once weekly, as a minimum, or when frost accumulation is more than 3/8 inches thick. Properly cleaned freezers shall be free of dirt, dust, and grease residue, frost accumulation and foreign matter.

vii. The Contractor shall remove ice from the storage compartment and shall clean the inside of the cabinet weekly. Exterior surfaces of the ice machine shall be wiped after each meal. Properly cleaned ice making machines shall be free of dirt, dust, grease residue, and foreign matter.

viii. The Contractor shall operate and clean the vegetable peeling machines.

ix. Contractor shall thoroughly clean vegetable peeling machine immediately after each use. Properly clean vegetable peeling machine shall be free of all food residue, dirt, and foreign matter.

x. The Contractor shall drain and clean deep fat fryer at the end of each use. Reusable fat or oil shall be strained, placed in covered containers and refrigerated. Oil that is not to be retained for future use shall be stored in a container, max one 55-gallon drum, provided by the Contractor and when full, disposed and replaced with an empty one at Contractor's expense. No more than one drum of oil waste shall be accumulated in the area. The Contractor shall keep records of disposed oil waste, reporting on a ledger quantities and dates of disposal and filing supporting documents to prove disposal actions, making all available to the US Government for verification. If the deep fat fryer is to be used for successive meals within a six-hour period, the oil shall be strained, the fryer cleaned and the oil examined and if in satisfactory condition, returned to the fryer. Deep fat fryers shall be covered with a tight closing lid when not in use. Properly cleaned deep fat fryers shall be free of food, food residue, grease, scum, and foreign matter.

xi. The Contractor shall clean all steam kettles and pressure cookers after each use and prior to the next use IAW Manufactures instructions. Properly cleaned equipment shall be free of dirt, grease, food residue, and foreign matter.

xii. The Contractor shall clean meat slicers and other slicing equipment between each use, IAW Manufactures instructions. Meat slicers shall not be used to slice more than one type of products, without being cleaned a sanitized prior to slicing a second product.

xiii. The Contractor shall drain and clean all types of dishwashing equipment after each use. Dishwashing machines shall have the curtains, spray arms, trays, and other removable parts removed, cleaned, and air-dried. The removable parts and the interior surfaces shall be wiped clean after each meal. Lime deposits shall be removed weekly, as a minimum.

3.8 US Government Tools and Equipment

Reference FAR Clause 52.245-1 the Contractor shall request the COR for the removal, replacement, installation and testing of new US Government owned equipment. The Contractor shall report the loss of US Government provided tool or equipment to the PA and COR in writing within two (2) days of the occurrence. Responsibility/liability of the Contractor shall be evaluated. If found responsible, the Contractor shall be charged with replacement of lost or missing equipment or otherwise established by the approving authority. Replacement of the equipment must be approved in writing by the Contracting Officer and added to IPBO inventory GP contractor list.

PART 4

CONTRACTOR FURNISHED ITEMS AND SERVICES

4. Contractor Furnished Property and Services

4.1 General: The Contractor shall furnish all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items necessary to perform services as described in the PWS and associated contract documents, except for those items specified in Part 3 Government Property and Services..

4.2 <u>Secret Facility Clearance</u>: *not applicable/reserved*

4.3 <u>Materials</u>:

The Contractor shall provide equipment and supplies, not provided by the Government through GP, and which are necessary to perform this contract. The following paragraphs identify some of the required items; however this is not an inclusive list required to perform this contract.

EQUIPMENT

a. The Contractor may, with the written permission of the Contracting Officer, install equipment, fixtures, and furnishings in GP to perform in strict accordance with this PWS.

These items shall be marked to identify Contractor ownership and be readily removable. The installation, maintenance, service, and removal costs, to include the cost to return the GP to its original condition, shall be borne by the Contractor.

b. All equipment required to perform custodial service, including floor washing machine, as specified in this contract, shall be provided by the Contractor.

OFFICE SUPPLIES AND OFFICE EQUIPMENT

The Contractor shall furnish all office supplies, equipment and tools necessary for performance of this contract, such as a fax machine or tablets to receive orders, copy machine, and cash register.

MATERIAL SUPPLIES

The Contractor, at his own expense, shall furnish the all necessary cleaning supplies. All cleaning compounds are expected to be the same recommended supplies called for by the manufacturer, with SDS IT/EN enclosed enclosed but not limited to:

a. Dishwashing Compound, Machine (Granule, bead of flake) (Type II Chlorinated and Type I Non-Chlorinated)
b. Dishwashing Rinse Additive
c. Hand Liquid Dishwashing Compound (for pots and pans)

d. Minimum 90% biodegradable products required, preferred and strongly recommended 100% biodegradable, Camp Darby is a park protect area.
e. Disinfectant products
f. Cleaning tools
g. Cleaning paper
h. Cleaning napkins
i. Floor maintenance cleaning products
j. All kind of detergent for inox and glass cleaning
k. The Contractor shall provide single use approved disposable dinnerware / flatware when mechanical or manual cleaning / sanitation cannot be performed; i.e., mechanical or electrical failures.
l. Contractor shall provide sufficient qualified personnel, supervision and items, in addition to kitchen equipment, and supplies such as basic furnishing of dinnerware, flatware, trays, kitchen utensils. Pots and pans will be provided initially by the US Government and must be inventoried and signed for NLT 5 days of contract start and monthly thereafter. Signed documentation will be provided to the COR. Future replacement or integration of items necessary to successfully perform services herein will be at Contractor's expense.
m. The Contractor shall provide: paper products as towels, towels for trays and napkins, plastic ecofriendly plates, glass and flatware (for take away and in case of dishwashing problems), toothpicks and spoons, and eco-friendly plastic bags for take away.
n. The Contractor also needs to provide a cash register, a scale for weight verification at cash point, a sealer machine for Take-Away lunch and floor washing machine.

FOOD SERVICE SUPPLIES

a. The Contractor shall provide all pots and pans, utensils, glassware, eating-ware, take- away seal thermic machine, and other apparatus and supplies needed to accomplish food services as specified within this contract.

b. The Contractor shall furnish all eating-ware including, but not limited to, forks, spoons, knives, trays, plates, glasses, bowls and cups needed for the Mensa operation, unless otherwise provided by the US Government.

c. The Contractor shall furnish take-away container (eco-friendly), napkins and flatware set and plastic bag (eco-friendly). The Contractor shall furnish dining room napkins, toothpicks, and dessert spoons (products must be eco-friendly).

d. Thermometer. The Contractor shall furnish all thermometers and alcohol sanitizing swabs necessary to monitor cooking of food items, equipment operation and water temperatures.

e. Test kit. The Contractor shall furnish chemical test kits and litmus paper for use in monitoring solutions when the chemical sanitizing method is used.

f. The Contractor shall furnish a complete uniform, to include special clothing (jackets, rubber gloves, aprons, hats and hair restraints, and identification badges) to all personnel employed under this contract.

g. Miscellaneous Items. The Contractor shall furnish garbage bags, food grade plastic liners/bags, and plastic food handling gloves. The Contractor shall be responsible for disposal of oil waste.

VEHICLES AND EQUIPMENT

The Contractor shall supply all vehicles and operators for transporting food, supplies, and equipment. Vehicles used for transporting food shall be enclosed. Vehicles used for transporting trash, garbage, soiled linen or other similar uses shall be cleaned with a hot water/detergent solution, between uses. Vehicles shall not transport personnel or nonfood items concurrent with the transport of food other than necessary personnel and equipment for pick-up, delivery and serving of food.

OTHER

a. The US Government will provide lockers for the use of the Contractor's employees. These employees must provide their own locking device, and upon termination of the contract, remove the locking devices, leaving lockers open. The Contractor shall make lockers available for inspection by the US Government at any time. The lockers will be added to GP list.

b. The Contractor shall provide all hand tools required for minor maintenance, e.g., hammers, pliers, wrenches, screwdrivers and plumber's tools.

c. Contractor shall provide Haz Mat lockers, First Aid mandatory kit and

d. Floor cleaners for walk-behind operators

e. Glass cleaner kit for internal and external cleaning at about 4/5 meters from the ground

PART 5

SPECIFIC TASKS

5.1 Basic Services:

The Contractor shall provide services meals for the authorized HN Mensa patrons at the USAG Italy, DMC, Pisa (Italy).
Military, civilian, and other than local national personnel and contractors may utilize the Mensa services on a Euro cash reimbursable basis. The Contractor shall provide meals assuring that such use will not interfere with, the service to which the authorized HN Mensa patrons are entitled to. The Contractor shall only invoice the US Government for meals served to authorized HN Mensa Patrons in possession of the authorized meal card or AAFES coupon, which has been swiped at time of meal service and shall only be allowed to swipe for one meal (either full or half) per card holder or AAFES coupon holder. All transactions for authorized HN Mensa patrons shall be made with an authorized meal card or coupon, with no exceptions. Loss of Mensa meal cards must be immediately communicated to COR for appropriate actions.

Authorized HN Mensa Patron Meal Accountability

Authorized HN Mensa Patrons will be in possession of meal cards or AAFES Meal Coupons, which serve as verification of authorized Mensa use at US Government expense. The individuals will present their card to the Contractor's cashier, who shall check for name and payroll number of the employee, indicate the patron's selection of a Full or Half Meal, and record the transaction in the US Government software database using the furnished information management equipment (Bar Code Reader, PC & Monitor). The Contractor shall provide a smartphone capable to provide hotspot/internet capabilities via USB cable, with SIM chip with voice/data plan (minimum 5 gigabytes traffic per month). TIM, Wind or Vodafone suggested able to grant daily connection w/o interruption, interruptions should not create data lost, network will be verified by U.S. Garrison IT specialist. The meal card holder must be present at moment of delivery of meal and meal card must be scanned during card holder's presence for both Take Away orders and regular meals consumed at the Mensa.

Authorized Non-HN Patron Meal Accountability

Authorized Non-HN Patrons will pay cash in Euro only and the Contractor shall not invoice the US Government under this contract for service rendered or any expense incurred by the Contractor for services provided to authorize non-HN Patrons. The Contractor will provide receipts to patrons for cash payments. Pricing applied to individual items (i.e., a-la-carte items) and Full or Half Meals will be aligned to prices applied for HN Mensa Patrons. Prices applied to individual a-la-carte items paid for in cash may be increased by 0.50 Euros to facilitate cash operations. The price table will be posted by the Contractor at the Mensa's entrance, before the serving line.

Authorized Mensa Contractor Patrons

Authorized External Contractor Patrons working for the US Government are authorized to use the Mensa service IAW with the schedule in paragraph 1.2 of this document. They will pay cash in Euro only. The Contractor shall not invoice the US Government under this contract for service rendered or any expense incurred by the Contractor for these services provided to the authorized contractor patrons. The Contractor will provide receipts to patrons for cash payments.
Pricing applied of the individual items (i.e., a-la-carte items) and Full or Half Meals will be established by the Contractor. Prices will be posted by the Contractor at the entrance of the Mensa before the serving line and at the cash point. Pricing shall be aligned to prices in the local economy for similar services.

5.2. Tasks: Contractor will provide all tasks necessary, IAW working days schedule, the daily Mensa service respecting time shift, quality of service, quantities indicated and all legislation involve food distribution

5.2.1 Dining Area Preparation

a. The Contractor shall provide dining area preparation services as follows: All cleaning/service of dining/service areas and equipment shall be completed 1 hour prior to the start of each scheduled meal period. General cleaning shall not be performed during scheduled meal serving periods.

b. The Contractor shall properly equip a table in the dining area or at the serving line with all condiments and accessories before and throughout each scheduled serving period.

c. Before each scheduled serving period, or upon need before the containers are emptied, the Contractor shall clean all containers and refill them to a minimum of two-thirds full with salt, pepper, and sugar and replenish napkin containers. Cleaning materials (i.e., wiping-cloths) that have been used for other cleaning tasks shall not be used to clean the aforementioned containers.

d. After each scheduled serving period, or as necessary, the Contractor shall empty, wash, rinse and dry salt, pepper, sugar condiment, and napkin containers at the service station main table. The Contractor shall then remove and return to proper storage the aforementioned containers.

e. The Contractor shall move full loaded tray carts from the dining area to the scullery area, unload the carts, and return them empty to the dining area. The Contractor shall remove and return empty tray carts during scheduled serving hours, so as not to impede access to serving lines or dining areas, and not allow accumulation on tables of abandoned trays by customers unable to find empty tray carts. Full tray carts shall be cleaned after scheduled serving hours.

f. The Contractor shall replenish clean silverware during each scheduled meal period ensuring that authorized Mensa patrons do not wait for service.

g. The Contractor is not responsible for routine clearing of tables, which is the responsibility of authorized Mensa patrons/guests. However the Contractor shall occasionally clear tables if needed. The Contractor shall immediately clean tables and floor (in dining room and at service line) of all accidental spillage of trash or food during each meal-serving period.

h. After each scheduled serving period, or as necessary, the Contractor shall clean all tables, chairs and booths with a hot detergent water rinse and wipe dry. Partitions and chair legs, rungs and framework shall be spot cleaned to remove soil and spillage. All chairs, tables, partitions and booths shall be returned to their proper position after cleaning has been completed. Properly cleaned tables, chairs, partitions and booths shall be free of dirt, dust, grease, soil, food particles, and any foreign matter.

i. The Contractor shall clean interior and exterior surfaces of dish and dinnerware dispensers after each scheduled serving period meal as prescribed by A.S.L., or the appropriate manufacturer’s manual or instruction plate. The US Government also requires adherence to TB MED 530 (incorporated by reference). This requirement

includes use of carts to transport dirty trays to dishwashing areas. Dispensers and carts shall be free of dirt, food particles, water spots, streaks and foreign matter once cleaned.

j. The Contractor shall thoroughly clean all beverage and food dispensing equipment, including shelves and stands, dish dispensers, flatware tray deposit racks, ice dispensers, and water coolers after each scheduled serving period meal. Nozzles and other removable parts and drains shall be disassembled, cleaned and replaced. All beverage and food dispensing equipment shall be cleaned after each scheduled serving period meal. Properly cleaned equipment shelves and stands shall be free of beverage or food residue, dirt, grease, water spots, streaks, and foreign matter.

k. The Contractor shall clean all entrance and exit doors, to include glass panes and handrails, if any, after each scheduled serving period meal. Glass panes shall be cleaned with a nonabrasive glass cleaner.

l. The Contractor shall provide cleaning service for all facility windows and window treatments as follows:

The Contractor shall remove, clean and replace curtains once each quarter. The Contractor shall clean windows, screens and storm/screen windows at least quarterly. Windows, screens and storms/screen combination windows shall be cleaned inside and out to include frames. The Contractor shall provide a ladder to accomplish these tasks. Properly cleaned windows shall be free of dirt, waste spots, streaks, smudges and foreign matter. The Contractor will not be responsible for removal of screws, nails and other type of permanent retainers.

m. The Contractor shall perform floor maintenance on floor areas as specified below:

The Contractor shall clean floors so that no visible dirt or dust remains on floors, in corners, behind doors, or under furniture and equipment. Cleaning shall be done in such a manner that no dust is raised. Furniture and equipment shall be moved as necessary during the cleaning process and shall be replaced at the completion of cleaning. Chairs shall not be placed on tables at any time. All debris shall be removed to receptacles provided for this purpose. All cleaning of dining room floors shall be completed no later than the start of each scheduled meal period and prior to the closing of the Mensa facility for the daily operation. Food or beverage spills shall be cleaned within five (5) minutes after occurrence.

n. The Contractor shall sweep and mop (except carpeted areas) all kitchen and dining room floors, to include all access routes and serving areas after each meal. This requirement includes the removal of all marks from floors. Floors shall be cleaned in sections and at no time shall

excessive amounts of water be used or allowed to accumulate. At no time shall a water hose be used to accomplish cleaning.

o. The Contractor shall remove all spills around serving and dining areas immediately during serving periods. Spot cleaning shall be accomplished by hand removing, sweeping, and damp mopping areas as necessary to remove food or beverage spills and debris such as cigarette butts, straws, and napkins from dining area floors. This requirement includes removal of water, sand, dirt, and stains caused by open doors or heavy traffic.

p. The Contractor shall, at a minimum, wax and buff room floors once weekly. High traffic areas shall be waxed and buffed as necessary to maintain a high gloss finish. Floors shall be buffed to a uniform smooth gloss. A general, nonskid liquid wax shall be used on all asphalt tile, linoleum, rubber tile, or vinyl tile flooring. No wax is to be applied to ceramic, quarry tile, or concrete terrazzo floors.

q. The Contractor shall strip, apply new wax, and buff floors when requested by the US Government. In the absence of such a request, washing with sterilizing water will satisfy the cleaning requirement of the floors. The Contractor shall remove all dirt and deposits ensuring that all traces of the old wax have been removed and the floor is clean, waxed, and rebuffed.

5.2.2 US Government Menu/Meal Preparation Standards

a. **Performance Time Required** It is the Contractor's responsibility to have all food ready to be served at least ten (10) minutes but not more than 20 minutes prior to the start of the serving times stipulated in the production schedule or dining facility hours of operation.

b. **Meal Preparation** Preparation and serving of meals shall include soups, salads, gravies, sauces, vegetables, meat, fish, poultry, pudding, gelatins, pastries, and other foods constituting a complete meal IAW Current Italian legislation and DA PAM 30-22, Menu Standards. Baked goods shall include, but are not limited to,

preparation of breads, rolls, quick breads, pies, cakes, pastries, icings, sauces, and glazes. Based on historical information and the estimated number of meals, a specification about time and methods of cleaning and a general outline of the types of meals to be served by food group are included in this document in paragraph dining area preparation, sanitation requirements, products characteristics, fruit and vegetables, various foods, pasta, bread, oils, and important note for operators.

c. **Menus to be served shall be posted one** (1) day in advance of service in the dining facility bulletin board at the entrance of the dining facility.

d. Menu Planning

(1) The Contractor shall furnish multi-entree menus utilizing fresh, packaged and or frozen food items as noted within this PWS. Seasonal fresh food items and Km 0/local market area shall be prioritized and always included within the daily menu. All food and drink items shall satisfy the provisions in force for hygiene supervision in compliance with A.S.L., Host Nation Public Sanitary Department, and all other applicable and current Italian laws for selection, characteristics, transport, storage, preparation, cooking, re-heating, thawing and services.

(2) All food shall be free of deterioration and damage.

(3) Menus shall be developed weekly and posted for observation by patrons one (1) week in advance.

(4) All menus shall be planned to meet nutritional standards.

(5) All meal plans shall be diverse and rotated bi-weekly. Each dish shall not be served more than twice a month. The Menu shall be planned for winter and summer seasons, in order to adjust the recipes with seasonal products, with final approval from the COR. The menu will be compatible with the attached sample (see Attachment No. 3).

(6) The Contractor shall post each day, not later than 10:00hrs, menu changes for the following day on the menu display board or other conspicuous location designated for the facility.

(7) The Contractor shall provide the following items available for meal services at the serving line: Full Meals, Half Meals, and beverages selection without quantity limitation from dispenser. For Take Away: One (1) ½ liter bottled water will be provided for Full Meals and Half Meals.

5.2.3 Lunch

Lunch meals shall be offered in strict accordance with paragraph *Meal Composition*.

Soup shall be offered during the winter months of October through February and a vegetarian option must always be available for the second course. The Contractor shall provide all menu items, as recorded on the posted menu, to include condiments and beverages, for patron selection at the start of each meal period.

No changes are authorized, unless the Contractor can show the existence of an exceptional justification (i.e., bad weather reduced delivery of some particular vegetables). Any change shall be communicated to and concurred with COR in advance. The Contractor shall prepare sufficient quantities during all segments of meal service (1130-1400) to provide all authorized Mensa patrons/guests with selections in accordance with the meal composition described in paragraph 1.6.5.

5.2.4 Meal Composition

a. **Full Meal Consists Of:**
   First Course – 1 serving
   Second Course – 1 serving
   Side Vegetable Dish – 2 servings
   Fruit or Pudding – 1 serving
   Bread – 1 serving or Italian bread-stick/crackers pack – 3 servings
   Condiment for First Course – 1 serving
   Beverages at dispenser serving line without quantity limitation: smooth water, sparkling water, sparkling cold water, Cola, orange juice, fruit juice, tea'
   Beverages for Take Away: ½ liter bottled water

b. **Half Meal Consists Of**:

   Choice one:

- First Course – 1 serving
- Side Vegetable Dish – 2 servings
- Fruit or Pudding – 1 serving
- Bread – 1 serving or Italian bread-stick/crackers pack – 3 servings
- Condiment for First Course – 1 serving
- Yogurt – 1 serving
- Beverages at dispenser serving line without quantity limitation: smooth water, sparkling water, sparkling cold water, Cola, orange juice, fruit juice, tea'
- Beverages for Take Away: ½ liter bottled water

Choice two:

- Second Course – 1 serving
- Side Vegetable Dish – 2 servings
- Fruit or Pudding – 1 serving
- Bread – 1 serving or Italian bread-stick/crackers pack – 3 servings
- Beverages at dispenser serving line without quantity limitation: smooth water, sparkling water, sparkling cold water, Cola, orange juice, fruit juice, tea'
- Beverages for Take Away: ½ liter bottled water

c. Selections Will Consist Of:

First Course (1 selection):

- Plain pasta and rice offered every day plus a minimum two (2) offerings as alternate choice – Choice of one (1)
- Pasta (Variety)
- Rice (Variety)
- Winter Hot Soup (Variety)
- Summer Cold Soup (Variety)
- Minestrone (Variety)
- Pasticcio (Variety)
- Tortellini or Tortelli or Gnocchi or fettuccine all'uovo or Lasagna (Variety-once a week and alternate)

Alternative Choice to First Course "Eat light"

2 light or fruit flavor yogurts or 50g cheese like pre-packed cream cheese or mozzarella or 2-200ml fruit juices in lieu of the first course

Second Course (1 selection):

- Based on the attached menu, 2 choices of second courses based on red meat, white meat or fish must be offered every day. Fish must be served at least twice a week. The guest can choose one of the options offered.
- In addition to the minimum (2) second main courses on the menu, every day menu' will offer grilled red or white meat (on alternate days), salads, cold dishes to be varied every day as per the menu and as described below
- Cold Plate (Variety of at least three types of cold cuts for a total weight of 100g and one type of cheese for a weight of 100 g)
- Salad, Large ("Insalatona" consisting of a large bowl full of a variety of fresh salads, 1medium tomato, corn, shredded carrots, sliced cucumbers, 100g diced wiener and 100g mozzarella or a large bowl full of a variety of fresh salads, 1medium tomato, corn, shredded carrots, sliced cucumbers, 2 boiled egg, 100g tuna)
- Meat (Variety for a total weight of 150g)
- Fish (Variety for a total weight of 150g at least twice a week)
- Eggs (Variety for a total weight of 120g or 2 eggs)

Alternative Choice to second course – "Eat light"
3 light or fruit flavor yogurts or 100g light cheese like pre- packed cream cheese or mozzarella or 100g tuna/meat can or 3-200ml fruit juices in lieu of the second course

Side Vegetable Dish (2 selection):
At a minimum two (2) offerings 1 hot and 1 cold side dish (summer) 2 hot side dish (winter) plus summer and winter always add green salad option.
Hot and cold side dish choice between:

- One daily offer (1) of hot vegetables (Green beans, potatoes, peas, spinach, beans, lentils etc.)
- One daily offer (1) Cold Vegetables (Beans, carrots, fennel, garbanzo beans, Russian salad etc.)
- one (1) offering Alternative Choice – "Eat light" (Green salad variety with tomatoes)

5.2.5 Food Preparation

Meal Service. The Contractor shall prepare and serve all food items and meals. The Contractor shall maintain food production control in accordance with A.S.L. established standards, Host Nation Public Sanitary Department, and all applicable and current preparation Italian laws. All food items shall be free of deterioration and damage.

The Contractor shall daily provide light recipes, low fat food, preparations and products (30% of daily provided food) to offer a variety of selection for those patrons following low calories nutritional diets. HACCP must be respected during all food preparation phases.

http://www.salute.gov.it/portale/temi/p2_6.jsp?lingua=italiano&id=1225&area=sicurezzaAlimentare&menu=igiene

5.2.6 Food Protection And Handling

a. Food Preparation Surfaces. The Contractor shall prepare food on surfaces that have been cleaned, rinsed, sanitized, and dried in accordance with ASL established standards and those of the Host Nation Public Sanitary Department. The US Government also requires adherence to TB MED 530. All operations must respect HACCP guidelines.

b. Protection of Washed Food. The Contractor shall store food, not requiring further washing or cooking before serving, in a manner that protects it against cross contamination.

c. Wrapped Food. Wrapped sandwiches and other wrapped food items shall not be stored in direct contact with ice.

d. Washing Fruits and Vegetables. The Contractor shall thoroughly wash all raw fruits and vegetables with potable water, IAW TB MED 30 to remove residual pesticide, before they are cooked and/or served.

e. Limitation on Use of Ice. Ice used for cooling stored food or food containers shall not be used for human consumption.

f. Tempering of Raw Frozen Food. The Contractor shall properly temper raw frozen food in accordance with ASL standards.

g. Cooking Poultry and Dressing. Poultry, poultry dressing, stuffed meats and dressings containing meat shall be cooked throughout to a minimum internal temperature of 165F with no interruption of the cooking process. The Contractor shall not stuff poultry.

h. Cooking Pork and any Food Containing Pork. All pork and food containing pork shall be cooked to a minimum internal temperature of 160F/71C.

i. Cooked Beef and Roast Beef. Cooked beef and roast beef shall be cooked to a minimum internal temperature of 145F/62C. Rare steak and roast beef shall be held for service at a temperature of at least 140F/60C.

j. Cooking Potentially Hazardous Raw Food. Potentially hazardous raw food shall be cooked to heat all parts of the food to a temperature of at least 140F/60C. Liquid, frozen, or dried egg products shall be used only for cooking and baking.

k. Refrigeration of Potentially Hazardous Food. Potentially hazardous food shall be prepared as close to serving time as is practical. Prior to initial serving such food, other than sandwiches, may be maintained for a maximum of 36 hours at a product temperature not to exceed 40F/5C.

l. Holding Potentially Hazardous Food. The internal temperature of potentially hazardous food, held in a hot status, shall be maintained at 140F/60C.

m. Re-heating Potentially Hazardous Food. All precooked potentially hazardous (refrigerated or frozen) food intended for re-heating shall be heated rapidly to a temperature of 165F throughout before being served. Steam tables, warmers, or other hot food holding equipment, not designed for rapid heating, shall not be used to reheat food.

n. Disposal of Potentially Hazardous Food. Potentially hazardous food, which has been maintained at unsafe temperatures for more than three (3) hours (during preparation and serving) cumulative time, shall be considered unsafe and shall be discarded as waste.

o. Temperature of Chilled Food for Serving. Cold food shall be chilled to a temperature of between 34F/1C and 40F/4C prior to being placed on serving lines.

p. Proper Cooking Temperatures. During each cooking period, thermostats shall be set as prescribed in the recipe for the item being cooked. Thermometers shall be used in all cooking, roasting, and baking as stated in the applicable recipe.

q. Baked Goods. The Contractor shall bake cakes, pies, and pastries, and other baked items, such as biscuits, cornbread, muffins, and rolls. Items shall be baked in a minimum time before serving to ensure fresh products are served. A combination of vendor and Contractor prepared items can be used.

5.2.7 FOOD SERVING

The Contractor shall serve meals to the authorized Mensa patrons during designated meal hours and maintain authorized Mensa patrons/guests self service areas as follows:

a. Bread shall be of either white (“O” flour) or brown (whole-wheat flour), thoroughly baked with no added fats, preservative, and anti-oxidative. Bread shall be freshly baked and delivered daily. Delivery shall be completed using non-toxic-hygienic containers. The preparation date shall be printed on the wrapping and coincide with the date of distribution.

b. Serving Lines. The Contractor shall set up serving lines no earlier than 20 minutes before scheduled serving hours. Set up shall be complete and lines shall open for patron/guest service not later than the scheduled start of each meal period.

c. Beverage Service. The Contractor shall provide the following beverages, without limitation as to quantity, at the serving line dispenser: smooth water, sparkling water, sparkling cold water, Cola, orange juice, fruit juice, tea’. For Take Away the Contractor shall provide: one (1) ½ liter bottled water for Full Meals and Half Meals.

d. Condiment Service. The Contractor shall have available throughout scheduled serving hours, table or counter service condiments and seasonings, and at least olive oil (extra virgin) and white and red wine vinegar. Sugar and sugar substitute shall be available in individual packages or in pour-type dispensers.

e. Food shall be garnished before being placed on serving lines. Food on serving lines shall be covered until the serving line opens.

f. The Contractor shall clean spills on serving line equipment as they occur.

g. Food Display. The Contractor shall protect open food and beverages placed on display against patron and other source contamination in accordance with ASL standards. Adherence to TB MED 530 is required. The display of food packages in water or in direct contact with un- drained ice is prohibited.

h. Serving Utensils. The Contractor shall use separate serving utensils for each item served. Between uses, during service, serving utensils shall be stored in the served food with handle extended, or stored clean, dry and protected from contamination.

i. Individual Service. The Contractor may offer authorized Mensa patrons /guests a choice of “medium” and “well done” when the menu specifies roast beef or grilled steaks. The Contractor may choose to individually slice and serve from the serving line meat items such as roast beef, ham turkey, meat loaf, and steamship rounds.

j. Food Serving Temperatures. The Contractor shall use, maintain, and operate food tables, holding cabinets, display cases, serving lines, and ice cream cabinets so that hot food is served within a temperature range of 140 to 160F and cold food is served within a temperature range of - 10 to 0F. Food shall be within the above specified temperature ranges before being placed in serving equipment. The Contractor shall use bimetallic thermometers (Contractor provided), accurate to +/- 3F, to assure the attainment and maintenance of proper internal cooking, holding or refrigeration temperatures of all food.

k. Serving of Food. Contractor personnel serving food shall be courteous and present a helpful attitude toward authorized Mensa patrons /guests. The Contractor shall serve meals cafeteria style unless authorized Mensa patrons /guests request smaller quantities. The Contractor shall serve “to order” food items. The Contractor shall provide sufficient Contractor personnel to serve authorized Mensa patrons/guests at the minimum rate of 200 patrons per hour/100 per 30 minutes. The Contractor shall permit, on the serving line, only employees whose uniforms are clean and neat and wear hairnets. Contractor personnel working on the serving line may not be assigned at the same time to operate the cash register, for hygienic reasons. Contractor personnel assigned to the cash register can only serve pre-packed food such as water, tuna, yogurt, and cracker packages. Additionally, personnel assigned to cash register, must have a working knowledge of MS Office program (standard level) and the English language (sufficient to understand questions about food in case of inquiry about food

allergies, etc.,) and be able to obtain US certification to obtain a CAC for Government network and PC authorization.

l. Proactive Replenishment. The Contractor shall prepare items to ensure freshness and optimum flavor, color, texture, and nutritional value. The Contractor shall replenish menu items throughout scheduled serving hours so that authorized Mensa patrons /guests are provided the selections indicated on the Menu in reference to meal composition per paragraph 1.6.5. Empty serving line food containers shall be removed to the kitchen and replaced with filled containers of garnished food. Replenishment food shall not be added to a serving line food container while the food container is on the serving line.

m. Leftovers. The Contractor shall offer for service, as menu enhancements, leftover food that has been prepared and stored in compliance with ASL standards. The Contractor shall not use leftovers as substitute for menu items without prior approval of the COR and shall identify them on the serving line with a label stating: “Prepared yesterday - Preparato ieri”. Items kept at unsafe temperatures or exposed to contamination shall not be retained for use. Food items that are not commercially packaged or unwrapped food, except fresh fruits and vegetables, shall be covered and labeled “leftover” with the date and time it was removed from service. Leftover potentially hazardous food requiring refrigeration after preparation shall be immediately placed in shallow containers, covered, and placed in the refrigerator.

n. Clearing Serving Lines. The Contractor shall remove all food from serving lines within 20 minutes after lines are closed to authorized Mensa patrons /guests. All food that is to be retained for future use shall be covered, labeled, and dated, to include time of day, and placed in proper storage. Cleaning of serving lines shall be completed within 60 minutes after the lines are closed to authorized Mensa patrons/guests.

o. Tray Removal. The Contractor shall remove full tray carts during meal periods and always make available empty tray carts for diners to deposit used trays in a timely manner.

p. Upon request of the customer the Contactor shall provide take-away meals, allowing the customer to carry out and consume lunch outside the HN Mensa dining area.

(1) Take-away meals shall be provided in sealed microwave safe and eco-friendly food containers. Servings shall be packed individually except for the second course and the cooked side vegetable dishes, which will be packed within the same container at discretion of the Contractor. The sealed food containers along with the other meal choices like fruit, canned meat or tuna, pre-packed cheese, yogurts, and bottled water shall be collected in a biodegradable plastic bag marked with the name of the customer prior to be issued. The Contractor shall provide with each take-away meal one (1) set of sterile plastic flatware, one (1) plastic glass and a minimum of three (3) paper napkins. Upon request of the customer, as reported on the ordering form (see attachment), condiments shall be added on food at the moment of filling the sealed containers, otherwise, single doses of salt, pepper, vinegar, and extra-virgin olive oil shall be offered.

(2) Take-away meals shall be provided at the serving line during the hours of service from 11:30 to 14:00 or, before the opening of the service, from 11:00 and never later than 11:20, if ordered via fax or contractor email by 9:00 o'clock of the same morning.

(3) The Contractor shall prepare a concise message, in Italian and in English, informing customers on related responsibilities, proper utilization and correct handling of Take-Away meals. This informative message shall be printed on the Takeaway order form.

(4) The Contractor shall provide customers ordering take-away meals via fax or contractor email, with a pre-approved form that shall include, on the top, the above-mentioned informative message. Such forms shall be made available at the HN Mensa cash register point or be distributed via email with the support of the COR. Customers will make photocopies of the form for the following uses. Prior to faxing their orders, customers will be required to fill out the form with their name, date, and signature for acknowledgment of the informative message, specify the name of the person they wish to delegate to pick up their ordered take-away meal and transcribe the selected food choices, based on the daily menu composition.

(5) Forms received via fax or contractor email and collected for ordered take-away meals and log registers, signed by those customers that will personally pick up the take-away meals from the serving line, shall be filed by the Contractor and made available for Government inspections. Samples of ordering forms in English and in Italian are attached to this PWS as Attachment #2, "Ordering forms take away meals, Italian and English version". Cumulative orders for groups will be allowed but shall include the same above-mentioned information, personal data and signature of each employee.

(6) Meal cards shall be scanned at the moment of the consignment of each take-away meal. When a delegated person requests to pick up several take-away meals ordered via fax or contractor email, the Contractor shall consign the meals to the individual only if in possession of the original meal cards belonging to the customers who ordered the meals and delegated to the individual. In case of consignment of several take-away meals, the Contractor is responsible to provide boxes or containers to transport multiple orders.

(7) Take-away meal service shall also be offered to non-HN patrons following the same procedures and rules described in this paragraph. The Contractor shall invite paying customers to bring exact change at the moment of pickup of the sack lunch. To facilitate this process the Contractor shall specify prices of each serving or the complete meal cost on the ordering form which the Contractor shall prepare specifically for this category of paying customers.

(8) The Contractor has the prerogative to substitute one or more ordered servings for Take- away meals with similar preparations in case the selected options are no longer available.

(9) Fax machine, PC or tablet, printer and paper necessary to receive and process the Take- away orders, shall be provided by the Contractor

(10) The take-away sealed machine and microwaveable single use containers shall be provided by the Contractor. The containers shall be eco-friendly https://www.biogreengate.it/contenitori-take-away/

(11) The Contractor is responsible for management of the takeaway meal service in accordance with the Italian and European Hygienic/Health parameters and regulations

5.2.8 REQUISITIONING AND RECEIVING SUBSISTENCE

a. The Contractor is responsible for ensuring all personnel executing requested deliveries, if not in possession of an issued installation pass, are escorted from the gate of the installation to the assigned HN Mensa facility and vice-versa and for informing them of the new delivery location address in case of transfer of the HN Mensa service to a new facility. The Contractor shall be responsible for requisition and to receive subsistence as follows:

b. Receiving Subsistence. The Contractor shall document receipt of direct vendor deliveries with properly signed and controlled vendor delivery tickets. The Contractor shall verify freshness and quantities of all subsistence received and sign issue documents and delivery tickets. The Contractor shall have discrepancies and changes corrected on the spot or noted on the appropriate issue document by the issuing individual. The Contractor shall retain one copy of all issue documents for observation by the US Government authorities.

c. Other Receiving Requirements. Contractor personnel shall offload all food delivered to the Mensa facility, except direct vendor deliveries. The Contractor shall begin transferring items to appropriate storage locations within ten (10) minutes of arrival.

d. Vendor Deliveries. Commercial vendors will deliver and off-load items that are not stocked. The Contractor shall begin transferring items to appropriate storage locations within (10) minutes of delivery.

e. Time shift authorized for vendor/food couriers' deliveries. Food couriers are required to deliver food outside the shift time of Mensa service (suggested time shift 0700-1030 and 1400- 1500). Contractors need to coordinate with their couriers IAW the above time shift periods.

5.2.9 STORAGE OF SUBSISTENCE

a. The Contractor shall store subsistence in accordance with normal industry practices. All items shall be placed in proper storage or use areas upon receipt. The Contractor shall segregate subsistence that is found to be damaged or considered unsafe for consumption, e.g., bulging cans, etc. The Contractor shall be responsible for disposal of subsistence residue, in appropriate designated trash containers.

b. Proper Storage of Food. Containers of food, except premixed metal beverage containers, shall be stored a minimum of six (6) inches above the floor on pallets or shelves, but shall not be stored under exposed or unprotected sewer or water lines, except for automatic fire protection sprinkler heads. Nonfood items such as cleaning supplies, insecticides, and like items shall not be stored in food preparation or food storage areas.

c. Removing Food from Original Containers. The Contractor shall place and store in a covered and labeled (item name, time, and date) container all food, whether raw or prepared, if removed from its original container and not immediately used.

d. Chilled Food. Chilled food shall be stored under refrigeration so that the product is maintained within a temperature range of 34F/1C and 40F/5 C.
e. Frozen Food. Frozen food shall be held at a temperature of 0F/0C to -10F/-20C or below during storage.

f. Bulk Storage. The Contractor shall store bulk food, such as rice, salt, sugar, or flour, when not stored in its original container, in clean, disposable, food grade plastic liners which have been placed in a covered metal, plastic storage container or in a stainless-steel ingredient bin.

g. Food Unfit for Human Consumption. Should the Contractor discover subsistence items, after receipt, which are damaged or deteriorated due to mishandling, aging, insect or rodent infestation, or any other reason, the Contractor shall dispose of items properly at the Contractor’s expense.

h. Emergency Power Outages. The Contractor shall notify the Contracting Officer orally, as soon as possible, in the event of unscheduled power outages, gas or steam shutdowns, equipment failures, or similar events that may result in the loss or contamination of food or impair the Contractor’s ability to perform in accordance with

requirements of this contract. Follow-up written notification shall be made by the Contractor when requested by the Contracting Officer.

5.2.10 PRODUCT CHARACTERISTICS

a. The quality of the meal prepared and served also depends on the quality of the raw material used, which must be of “prime quality”.

b. Quality is intended as: hygienic, nutritional, organic, and of product quality.

c. The general parameters to be referred to in purchasing food are:

(1) Precise sales denomination of the product in accordance with the Italian law
(2) Correspondence of the supplies with the provisions of these specifications
(3) Labeling with the most exhaustive indications, in accordance with Regolamento UE 1169/2011 Art. 9 and subsequent modifications and special regulations for each product class
(4) Minimum conservation time clearly displayed on every package and /or carton;
(5) Integral packing without manifest alterations, cans not swollen, rusted or dented, cartons not torn, etc.;
(6) Integrity of the product delivered (cartons closed at source mildew, parasites, product defects, unpleasant odors, and tastes, etc.);
(7) Specific organic characteristics of the food (appearance, color, odor, flavor, consistency, etc.);
(8) Hygienically and technologically appropriate means of transport in a perfect state of conservation;
(9) Recognized and proven professional seriousness of the supplier;
(10) Proper supply and net weight
(11) Not OGM/GMO free products 3
(12) Be transported in accordance with the provisions of D.P.R. no 327 of 26.03.80 and D.M. 16.12.1993.
(13) Packaging required IAW current legislation Reg. (CE) 607/2009; Reg. (UE) 1169/2011and subsequent update
(14) Label of products IAW Reg. (UE) 1169/2011 and subsequent update

5.2.11 FRESH BEEF MEATS

a. General conditions: These must satisfy the provisions in force for hygiene supervision in compliance with current legislation Reg. n. 1234/2007 tables SEUROP, D.M. N. 12390 5 December 2019, Decr.Dip. 3 December 2019, December 2019, D.M. 24 October 2018 and subsequent modification. Certification EPD (Environmental Product Declaration) is required. Only fresh beef will be offered, no frozen meat.

b. The meat must also:

(1) Originate from Italian farms (raised and slaughtered in Italy);
(2) Provenance must be specified;
(3) Not OGM/GMO free
(4) Have a fine grain, bright complexion, red-pink color, compact adipose texture with pure white color, well-arranged between the bands of muscle which must have a marble, medium-marble appearance, doughy consistency, and a fairly compact structure;
(5) Have a health certificate for the transport of fresh meat;
(6) Declared to be estrogen-free (Law no. 4 of 3/2/1961 and/or be transported in accordance with the provisions of D.P.R. no 327 of 26.03.80, with temperature during transport from -1 degree to +7 degrees C;
(7) Have optimum hygiene conditions, compact fat, and absence of microbes and fungi contamination.

c. Types of cuts: Boned bovine meat, hung at least ten (10) days, prepackaged in vacuum packs, in the following anatomical cuts: sirloin (roast beef), scamone (steak, roasts), internal loin (roasts), external loin (stews), shin beef (roasts, steaks) and fillet (steak, fast cooking).

https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/9876
https://www.mise.gov.it/images/stories/normativa/Circolare-adattamento-DLgs-109-1992-14-12-2016.pdf
https://www.mise.gov.it/index.php/it/impresa/competitivita-e-nuove-imprese/industria-alimentare/etichettatura-alimentare
https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/367
https://www.politicheagricole.it/flex/files/1/7/0/D.27e4911078f0b7442b97/Normativa_bovino.pdf
https://www.epditaly.it/en/

5.2.12 PORK

a. General conditions: This must satisfy the provisions in force for hygiene supervision in compliance with current Italian legislation Reg. n. 1234/2007 tables SEUROP, D.M. N. 12390, 5 December 2019, Decr.Dip. 3 December 2019, December 2019, D.M. 24 October 2018 and subsequent modifications.

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM/GMO free
- Provenance must be specified;
- with the exclusion of boar and sow meat;
- The color must be pinkish with a velvety appearance, a very fine grain with compact structure, doughy consistence to the touch, little, veining;

b. Types of cuts: The fresh boned pork, pre-pack in vacuum packs, must be supplied exclusively in cuts denominated boned loin pork loin, steaks and rump. Supplies of pork, which show signs of accentuated hanging or excessive humidity, are unacceptable.

5.2.13 HAM and cured meat products

All cured meat products are required to respond to D.M. 26 May 2016 G.U. n. 149 28 June 2016 and subsequent modification.

a. Cooked Ham: The product must be of prime quality, without polyphosphates, uniformly cooked, pressed, without cartilaginous parts, without empty zones (bubbles, softening); have compact flesh of a light pink color; white fat, firm and well trimmed; free from internal or external defects; free from manufacture defects, however slight; prepared from good quality meats with a pleasant taste and coming exclusively from the animal's hind quarters. The weight must not be lower than 5 kg without the box, humidity not in excess of 68%, PH about 5, absence of vegetable protein (soya), nitrogenous substances about 20%. The wrapping must be integral.

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM/GMO free
- Provenance must be specified;

b. Raw Ham (prosciutto): This must correspond to pork hams seasoned with the addition of salt alone; it must comply with Decreto 21 September 2005, G.U. N. 231 del 4 October 2005 and subsequent changes.

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM
- Provenance must be specified;

https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/366
http://www.macchinealimentari.it/2016/10/18/i-prodotti-di-salumeria-la-nuova-normativa/
https://www.alimenti-salute.it/content/decreto-21-settembre-2005-disciplina-produzione-e-vendita-taluni-prodotti-salumeria
https://www.assica.it/it/ultime-dal-settore/news/128/modificato-dopo-oltre-dieci-anni-il--decreto-salumi-.php

5.2.14 POULTRY

a. General conditions: These must satisfy the provisions in force for hygiene supervision in compliance with D.lgs. 27 September 2010 no. 181 and Dir. 2007/43 CE and REG. (CE) 178/02 and 852/2004 and following modifications:

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM/GMO free and raised on the ground
- The carcasses must bear the stamp or seal of the Commune in which they were examined;
- They must not have been subject to the action of estrogen substances;
- They must be transported in refrigerated vehicles and kept at 4 degrees C as provided for in D.P.R. no 327, arts 49-50-51-52;
- The packs, trays or bags of material for food, must not contain liquid drippings;
- Must always be fresh, never frozen.

b. Type: Chicken cutlet, chicken breast, chicken legs, turkey breast.

https://www.essereanimali.org/normativa-allevamento-polli/
http://www.salute.gov.it/imgs/C_17_pagineAree_1187_listaFile_itemName_17_file.pdf

5.2.15 BIRDS AND GAME

a. Chicken from industrial breeders, bred on the ground, prime quality (1/A) weighing 1,000/1,100, regularly developed, good conformation and excellent state of nutrition, free from sterna callosity;

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM/GMO free
- Without head and neck; the neck must be cut at the level of the third last cervical vertebra;
- Feet cut at about 1/2 cm below the tarsus joint, absolutely without feathers;
- The carcass must be completely free from intestine, stomach, liver, and heart, esophagus, trachea and uropygium;
- Slaughtering must be recent and no greater than five (5) days or less than 12 hours and must be followed by cooling in a refrigerator cell;
- The chicken must be free from fractures, edemas, hematomas, and must be bled completely;
- Internal fat must be distributed within the proper limits and must not contain adipose masses in the perineal region or in that of the cloaca;
- Skin must be clear, elastic, and not dry, with neither feathers nor down, without tears, bruises, or greenish marks;
- The flesh (skeletal muscles) must be white-pink or tending or yellow, with a good consistency, not flaccid and without infiltration.
- IAW current legislation Reg. (CE) n. 852 and n. 853 /2004 and subsequent update;
- As far as temperature during transport is concerned, reference is made to D.P.R. no. 327 of 26.10.1980 (temperature from 1 degree C to +4 degrees C).

b. Products that show signs of crystallization and/or burning from cold and oxidation of the fats are unacceptable.

c. The bacteria level referred to staphylococci must not be in excess of 100 germs per gram of product.

d. The chicken breast must be from fresh flesh and of national origin with the exclusion of foreign products and frozen products. They must be without the sternum with an average commercial weight of 230-250 per portion. The chicken flesh must be taken from prime quality farmed chicken, in a perfect state of nutrition and with a pale pink color. The chicken legs (complete with drumstick and thigh) must be taken from prime quality chickens, not frozen, of national provenance and freshly slaughtered.

e. Turkey breast must come from prime quality regularly developed birds, with a good conformation and in excellent nutritional condition, recently slaughtered (between

2 and 5 days), and followed by cooling in a refrigerator cell. It must have a white-pink color, good consistency, not flaccid, and must not have subcutaneous bruising. The bird must bear a declaration that it has not been treated with antibiotics and must have been bred on the ground. The net weight of each breast on delivery must not be less than 2,000 grams.

f. The chicken and turkey breasts must be delivered in paper tray hermetically sealed in cellophane.

5.2.16 RABBITS

For rabbit, reference is made to the general regulations for birds and game (mentioned above) and to REGG.CE 178/02 and 852/200413 and subsequently modification.

- Originate from Italian farms (raised and slaughtered in Italy);
- Not OGM and raised on the ground
- The carcasses must bear the stamp or seal of the Commune in which they were examined;
- They must not have been subject to the action of estrogen substances;
- They must be transported in refrigerated vehicles and kept at 4 degrees C as provided for in D.P.R. no 327, arts 49-50-51-52;
- The packs, trays or bags of material for food, must not contain liquid drippings;
- Must always be fresh, never frozen.

http://www.salute.gov.it/imgs/C_17_pagineAree_1187_listaFile_itemName_17_file.pdf

5.2.17 FROZEN FISH

a. Frozen food must be prepared and packed in conformity with Reg. (CE) 1224/2009, Reg. (UE) 404/2011, Reg. (UE) 1379/2013 and subsequently modification. During transport, the product must be maintained at a temperature of -18 degrees C (D.P.R. no. 327, art 52, annex C) and any following modifications.

b. The product of national or foreign provenance must be carefully cleaned with the removal of bones, cartilage and skin; the product must not be subjected to treatment with antibiotics or antiseptics, or have been thawed.

c. The product must conform to EEC regulations as far as the hygiene/health aspects.

d. The packaging must possess the requisites stated in art 13 of D.M. 15.06.1971.

e. In particular, attention is drawn to the fact that the above-mentioned article specifies that the packs must:

- Have suitable characteristics to ensure protection of the organic and qualitative characteristics of the product.
- Protect the product from bacterial contamination.
- Prevent dehydration and gas permeability as far as possible.
- Not leach extraneous substances to the product.
- The product must possess the requisites provided for in Law no. 283 of 30.04.1962 and subsequent modifications.
- The packs must show the date of packing and/or expiration as specified in D.P.R. no. 327 of 26.03.1980, art. 65, annex B and from June 1983, as specified in D.P.R. no 322 of 18.05.1982.
- The products must show signs indicating partial or total thawing, such as the formation of crystals of ice on the outside of the pack.
- The zone of origin must be declared and the portions must be homogeneous and constant.

f. Type: sole fillets, codfish, sea bream, shrimp, smooth dogfish, swordfish, tuna, cuttlefish, Sgombro, salmon, anchovies, sea bass, pre-cooked fish fingers and fish cakes. Pangasius is not permitted.

https://www.guardiacostiera.gov.it/attivita/tracciabilita-e-etichettatura;
http://www.api-online.it/uploads/Leggi/Circolare%20Tracciabilit%C3%A0%2012%2012%202014%20(2).pdf
http://www.ausl.bologna.it/asl-bologna/dipartimenti-territoriali-1/dipartimento-di-sanita-pubblica/of_spv/prodotti-ittici/corsi-di- formazione/corsi-di-formazione-di-prossima-realizzazione/la-nuova-etichettatura-dei-prodotti-di-origine/1-%20prodotti%20ittici%20mengoli%20sfuso.pdf

5.2.18 FRESH CHICKEN EGGS

a. Denomination: Extra fresh chicken eggs raised on the ground of national production – dark shell – selected 60/65 grams. The eggs to be served, produced in optimum hygiene/health conditions, must be category “A”, fresh and selected, with integral shells, air chamber height no greater than 6 mm, clear limpid albumen dense, and well held yolk.

b. Legislation Reg. (CE) n. 1234/2007, Reg. (CE) n. 589/2008, art. 37 Lg. 7 July 2009, (UE)
n. 1308/2013 and subsequently modification

c. There must be no points of flesh, bloodstains or extraneous odors. The eggs must be packed in small and large packets with readable bands or labeling devices stating:

(1) The name and address of the company;
(2) The distinctive number of the packing center;
(3) The quality and weight category;
(4) The number of eggs packed;
(5) The number indicating the packing date of the eggs.

https://eur-lex.europa.eu/legal-content/IT/LSU/?uri=CELEX:32008R0589
https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/6543
http://www.aslal.it/allegati/linee%20guida%20commercializzazione%20uova.pdf

5.2.19 MILK, YOUGURT AND PUDDINGS

a. Characteristics. Fresh pasteurized whole or skim milk:

- Specific weight at 15 degrees C 1,029/1,030
- % Fat lower than 3.25 and equal to 0.1% for light products
- Lean dry residue lower than 9
- Cryoscopy indexes 0.555 degrees
- Phosphates test negative
- Bacterium coli in cc absent
- Agar-Agar colonies established for single seasons
- Acidity not in excess of 1.8%

b. UHT sterile whole milk with the same characteristics as the above milk.

c. Yogurt. Obtained from the lactic fermentation caused by lacto bacteria and milk enzymes; it must be produced exclusively from cow's milk or with the addition of homogenized fruit.

d. It must contain living bacteria flora for the entire period in which it may be consumed, and also:

- Lactic acidity cannot be lower than 0.6%.
- Must not have been coagulated with means other than those which result from the activities of the microorganisms used and, in particular, must not contain rennet.
- Must be prepared from pasteurized or sterilized and homogenized cow's milk.

e. All milk products and its derivative, need to respect latest Italian legislation IAW Ministero delle politiche agricole alimentary e forestali D.M. 19 April 2017. Italian Caseari products are required16F17.

f. Packaging for the whole-pasteurized milk in appropriate disposable plastic or plastic- coated paper for food of 1 liter.

g. For sterile, ultra-high temperature (UHT) milk: In disposable packs of plastic or aluminum coated paper and similar for food of 1 liter.

h. For yogurt: In disposable containers of glass or plastic-coated paper of about 100 grams.

i. Yogurt will be offered in Light version (30%) and remaining 70% classic version (intero). For light and classic will be offered fruits various flavors (strawberry, apricot, peach etc.) and the 20% white yogurt.

j. Puddings will be offered in addition to yogurt, as additional alternate choice, Contractor
shall offer mixed flavor (vanilla, chocolate and caramel)

https://www.ilsole24ore.com/art/nuovo-obbligo-indicazione-origine-latte-e-prodotti-lattiero-caseari-AEioRn8
http://www.salute.gov.it/imgs/C_17_opuscoliPoster_148_ulterioriallegati_ulteriorealegato_2_alleg.pdf

5.2.20 CHEESES AND BUTTER CHEESE

a. Cheeses must be produced using appropriate technologies and starting from raw materials conforming to the rules as milk products and its derivative and need to follow latest Italian legislation IAW Ministero delle politiche agricole alimentary e forestali D.M. 19 April 2017. Italian Caseari products are required and following modifications.

b. The cheese must not show any external or internal alterations and must be of technically perfect type, both in composition, presentation and maturing.

c. It must be accompanied by a declaration giving the following information:

- Type of cheese
- Name of the producer
- Place of production
- Name of seller
- Permitted additives
- Weight of each form and pack

d. The cheese must respond to the best commercial quality and must come exclusively from the coagulation of cow's milk without margarine.

e. Raw materials extraneous to milk (flour, potato, and starch) must not be added to the cheese.

f. The cheese must not be excessively matured, putrefied and full of maggots or mites, nor colored inside or out.

g. The cheese must not have artificially formed crusts; nor be treated with extraneous materials to give them the odor and aspect of mature cheese.

h. Even if matured, the cheese must maintain the softness and doughtiness characteristic of the variety and specific of cheeses of pure cow or sheep milk. In any case, they must respond to the requisites of the relevant legal provisions.

i. In particular, the cheese served must have the following specific product characteristics:

j. Types: Asiago – Italico – Carnia – Parmigiano Reggiano – Fontal – Crescenza – Stracchino – Casatella – Robiola – Ricotta (from whole and skim milk) – Mozzarella (from whole and skim milk) - Pecorino

k. Characteristics: All cheeses supplied must be of optimum quality and in a perfect state of conservation, IAW current legislation. A variety of light certified cheeses at minimum 50% fat free shall be also provided as a daily alternative.

https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/10832

l. Asiago: Must be exclusively produced in our own region and have all the characteristics of Asiago from the typical zone and elsewhere, having the traditional characteristics of Asiago.

m. Italico: Must be produced from fresh cow's milk. Minimum fat is the dry substance 50%. Must be mature and bear a declaration relative to the maturing time. There must be no defects in the appearance of the paste or anomalous fermentation, rotting processes or anything else.

n. Carnia: Cheese exclusively of Friulian origin with a typical form weight of 6-7 kg. Must be aged from 30 days to 12 months; must be produced with cow's milk and veal rennet, cooking at 40°C. Every form must bear the mark indicating the month of production and place of origin.

o. Parmigiano Reggiano (Parmesan): Must be of prime quality and any lots of this cheese, which are inferior to first quality, will be refused. The cheese to be delivered must be "Grana Reggiano" produced in the typical zones and, that is, the provinces of Parma, Reggio Emilia and Bologna and therefore bear the registered trademark of the respective Consortium. The chemical composition of Reggiano cheese must be as follows:

- Water not over 30%.
- Ash and volatile substances: not over 10% dry.
- Nitrogen frozen substances: not less than 47% and not more than 53% of the dry
- Maturing coefficient must be between 0.25 to 0.45. The Reggiano cheese must be appropriately matured and meet all the conditions requested by the current legislation

p. Fontal: Must be produced from pure fresh cow's milk. Minimum fat content in dry residue is 45%. It must:

- Be mature and bear a declaration regarding the ageing time.

- Not have internal or external defects due to rotting, anomalous fermentation or other.
- Not have anomalous odors or flavors

q. Crescenza: Produced from pure fresh cow's milk. Minimum fat is the dry substance, 50%. The paste must be compact and not excessively soft. It must not have anomalous flavor, door or coloring due to undesired fermentation or other causes.

r. Stracchino: It will have a very flat square form, soft and humid, to be eaten 15-20 days after production. Identified by the commercial name of mature Crescenza and have a content of about 25% fat, 17% protein substances and 4% ash. The expiration date must be noted on the pack.

r. Casatella: Produced from pure fresh cow's milk. Minimum fat is dry substance, 50%. The paste must be compact and not excessively soft. It must not have anomalous aspect, odor or coloring due to undesired fermentation or other causes.

t. Robiola: Produced from pure fresh cow's milk. Minimum fat is dry substance, 50%. It must:

- Be mature and bear a declaration regarding the ageing time.
- Have the characteristic appearance of the product.

- Not have defects in appearance, aspect or anything else due to anomalous fermentation or other causes

u. Ricotta: Must be derived from whey. Ricotta, light certified at minimum 50% fat free, shall also be offered, as additional alternative, as part of the light menu.

v. Mozzarella: Must be of top quality and freshly produced, made from whole cow or buffalo milk in the form of "bites" weighting 100 grams. Minimum fat is dry substance, 44%. There must be no stains or yellowish colorings. They must have a pleasant aspect, not acidic, and typically buttery. They must not be cooled with water but have their own coolness. Mozzarella can be served from containers were the cheese is immersed in liquid milk but date of expiration shall be clearly declared, verifiable and visible to patrons. Mozzarella, light certified at minimum 50% fat free, shall also be offered, as additional alternative as part of the light menu.

w. Pecorino: Must be of top quality and freshly produced, made from whole sheep's milk. There must be no defects in the appearance of the paste or anomalous fermentation, rotting processes or anything else. Must be produced in Italy and preferably in Tuscany or Sardinia.

5.2.21 BUTTER

The butter provided must correspond with the characteristics stated by law Reg. (CE) n.2991/94 G.U. n. 121 27 May 1998 and subsequent update. In particular, the butter must be produced exclusively from centrifuged cream of cow's milk. The weight content of fat matter must not be lower than 82%. It must have a fat content of about 87% and humidity not greater than 16% and contain common salt only as preservative. It will be supplied in 1kg packs.

5.2.22 FRUIT AND VEGETABLES

For all fruit and vegetable products:

a. Selection of fruits and vegetables must be of first quality commercially available

b. Must be free from defects and carefully presented. The Contractor must deliver products of first quality

c. IAW Reg. UE 1169/2011; Reg. (CE) 1221/2008; Reg. UE 543/2011 and subsequently modifications

d. Excluded from the supplies are fruit and vegetable products that:

- Have been stored for excessive periods such as to prejudice the organic requisites and reasonable storability at ambient temperature.
- Have traces of withering, alteration, rotting, fermentation (even incipient), ulceration, bruising, abrasion, scraping, unhealed scars, earth and foreign matter.

- Are attacked by animal or vegetal parasites (larvae in biological activity inside the fruit, scutella of cocci adhering to the epicarp, crusty blemishes, simple or radical splitting deriving from disease, etc.).
- Premature detachment of the stalk or irregular morphology due to insufficient development: dwarf disease – atrophy – other anomalies
- They must not be without the cores and unused parts to the degree provided for

https://www.gazzettaufficiale.it/eli/id/1998/05/27/098A4403/sg
https://www.to.camcom.it/sites/default/files/export-internazionalizzazione/ORTOFRUTTICOLI.pdf

5.2.23 PRIME QUALITY FRESH FRUIT

a. Produced by organic farming in accordance with the indications in the specifications for organic products, following in this article. The produce will be selected from the fruit in season; it must be of prime quality and, in particular, must meet the following requisites:

- Must be free from defects.
- Provenance must be clearly indicated.
- Must have the precise organoleptic characteristics of the species or variety ordered.
- Must be physiologically ripe, suitable for prompt consumption, or be well on the way to ripeness within two or three days.
- Be homogeneous and uniform for species and variety.
- The lots, in relation to the respective orders, must be made up of products belonging to the same botanical species, the same cultivation and production zone.
- Be turgid, not artificially wet, nor sweat condensate water following a sudden temperature change as a result of the products having been stored in a refrigerator, nor have mechanical abrasions or be overripe.
- All fruits must be place on the serving line accurately washed and has to be labeled “All fruits have been washed / Tutta la frutta è lavata” so to clearly inform patrons.

b. As well as the above-listed general characteristics, some fruit and vegetables must have the following particular requisites, see below.

c. Peaches and plums

- Peaches: Must not be less than 6 cm and, in any case, the weight must not exceed 180 grams
- Plums: Must be coated in bloom according to the variety. The stalk may be damaged or missing, provided that there is no possible alteration of the fruit as a result

d. Apples, pears, grapes and citrus fruit

- Apples and pears: They must maintain the stalk, even if damaged. Peel defects are permitted if they do not prejudice the general appearance and conservation. Pears must not be lumpy. Weight must comply with what has been requested.

- Grapes: The bushels must be free from visible traces of mildew, fertilizers or pesticides and there must be no dried berries. The grapes must be well attached and distributed uniformly to the bunch and covered by their bloom.

- Citrus: Citrus fruits must be free from abnormal coloring and from the commencement of drying. They must not be soft; the peel must not be excessively thick, wrinkled, swollen, detached from the segments, nor deformed. There must be no visible traces of fertilizer or pesticides. The minimum diameters sizes are the following: oranges 6.5 cm – lemons 5 cm – tangerines 5 cm.

5.2.24 PRIME QUALITY FRESH VEGETABLES

The produce will be selected from the vegetables in season. It must be of prime quality and, in particular, must meet the following requisites:

- Provenance must be clearly indicated, preferably from Italy.
- Must have the precise product characteristics of the species or the variety ordered.
- Belong to the same botanical species and zone of origin, in relation to the species and cultivation ordered.
- Be healthy and have reached natural ripeness.
- Be recently harvested, dry, without loose or attached soil, without other bodies or heterogeneous products.
- Be homogeneously fresh and ripe, depending on the species.
- Be of even size depending on the species and cultivation ordered.

- Be physiologically ripe, suitable for prompt consumption, or be well on the way to ripeness within two or three days.
- Be in conformity with the uses and provisions of the market with regard to the parts and portions not directly usable and not strictly necessary for the normal conservation of the cut vegetable body.
- Be free from defects and blemishes of any kind, which, at the sole discretion of the administration, may alter the organoleptic characteristics of the vegetable itself.

5.2.25 ROOTS, TUBERS AND BULBS

a. Carrots: Must be no smooth, whole, consistent, that is, without any signs of softening, sprouted, or woody or forked. A slight green red violet coloring will be tolerated at the neck. The leaves must be torn off or cut near the collar without cutting the roots.

b. Onions: The stem must be twisted and with a cut no longer than 4 cm. The bulbs must not have sprouted and be without the root tuft.

5.2.26 TRUNKS, SHOOTS AND LEAVES

a. Fennel: The heart must be consistent, not flowered, without shoots visible from the outside. The roots must be cut off with a clean cut at the base of the heart. The length of the central part must not exceed 10 cm. The external sheaths must be tight and fleshy, tender and white. Slight scar lesions and slight denting will be permitted if they do not prejudice the general appearance. The minimum diameter size must be 6 cm. Baby fennel is not to be included in the supply.

b. Cabbage and Savoy: Must be tight.

c. Spinach: Must be free from the flower stem; spinach in bunches, the part including the roots must be cut off immediately under the external crown of leaves; with spinach leaves, the length of the stalk must not exceed 10 cm. There must be no visible traces of fertilizers or pesticides. Must be no yellowing of the leaves.

d. Cauliflower: Must have resistant flowering, white or ivory, undamaged by rodents and without black spots; the diameter must not be less than 14 cm.

e. Artichokes: The central bracts must be tight and the vascular bands at the bottom must not show signs of the beginning of decay.

5.2.27 FROZEN VEGETABLE PRODUCE

a. Types: Peas – Spinach – Bean

b. Characteristics: Must completely comply with the defined types requested and with the discipline for the production and sale of frozen food.

5.2.28 LETTUCE, ENDIVE

a. Curly and prickly lettuce: Bunches must not be in flower and open. The core must be cut in correspondence with the crown on the outer leaves. The lettuce must have only one, well- formed core.

b. Radicchio: Bunches must be sufficiently drained. If they have been worked, the root must be cut with a clean cut; its length cannot exceed 4 cm and must be free from secondary roots. Furthermore, the roots must be well developed and consistent (D.M. 30.5.1973).

5.2.29 VEGETABLES, FRUITS, AND SEEDS

a. Tomatoes: Must have resistant flesh. Fruit with fresh healed scars and with the area around the stalk with a visible abnormal consistency and color will be excluded. Must not have too thick skin.

b. Zucchini: Must have compact flesh and few seeds. Weight must not be in excess of 200 grams.

c. Eggplants: The fruit must be sufficiently developed (without the development of excessive seeds) and with non-fibrous flesh, consistent, complete with the calyx and stalk which can be slightly damaged but free from burning by the sun. Small healed lesions, slight bruises and a slight discoloring of the stem area will be permitted if they do not prejudice the general appearance and their area does not exceed 3 cm. The minimum diameter of long eggplants must be 4 cm and the minimum length 10-cm; globular eggplants must have a minimum diameter of 7-cm.

d. Peppers: Must have a weight ranging from 150 to 300 grams;

e. String Beans: The pods must be tender, have no strings and be tightly closed; slightly developed and tender seeds are acceptable. They must not present visible traces of fertilizer or pesticides.

f. Broad Beans and Peas: The pods must be complete with stalk, well filled and contain at least five seeds; the seeds must be tender and sufficiently consistent so that, when pressed between the fingers, they crush without dividing; they must not be floury.

5.2.30 POTATOES

a. The potatoes must be classified prime quality that is of good quality, commercially free from defects, with a proper presentation and with the following general quality characteristics:

- Have reached the physiological development and maturity, which render the products suitable for ready consumption.
- Free from all residues of fertilizers and pesticides.
- Have optimum organic characteristics.
- Not be attacked by animal or vegetal parasites, that is, free from defects which may compromise their natural resistance, such as alterations and open lesions, and be free from visible signs of withering or damage or alterations due to frost.

b. The potatoes must be morphologically uniform with a minimum weight of 60 grams per tuber and a maximum of 270 grams. The tubers must be sorted by quality and size. The minimum weight of the tuber can be less than provided for only in the case of supplies of new potatoes. There must be no traces of green epicarpal (Solanin), incipient or evolving sprouting, encrustation or loose soil in the sacks, abrasions, and brown spotting of the flesh.

c. For lots of home produced potatoes, the packaging used by local markets will be permitted while, for foreign produce, the lots must be packed in hemp or jute cloth with the opening sewn, and bearing a label and lead seal.

5.2.31 VARIOUS FOODS

a. Vinegar: This must result from the acetic fermentation of wines and have a total acidity expressed in acid not lower than 6 degrees per 100 millimeters and a quantity of alcohol not higher than 1.5% in volume. No acetic substances of any kind may be added. The coloring must be natural without the addition of any coloring material. There must be no extraneous or unpleasant odors or flavors and it must comply with the provisions of T.U. of wine and wine products L. 12 December 2016 no. 238

b. Cocoa in powder: This must be obtained by grinding decorticated cocoa beans, which have been roasted and separated from the sprouts. It must not contain more than 7% ash as well as 3% of alkaline carbonate. There must be no substances extraneous to the composition of the product and element of the seed's skin. The amount of fat substances (cocoa butter) must not be lower than 20%.

c. Soluble barley: Chamomile flowers: In filter bags. IAW current legislation

d. Sugar: Must be extracted from sugar beet and must not contain more than 5% of sugar reducer. It must absolutely not contain glucose, saccharine or other organic or mineral substances. It must have a silver white or milk white color, sweet taste, without extraneous flavors, crystallized with the multi-minute monoclinic system. The product must however correspond to the provisions of D.Lgs. 20 February 2004 n. 51.

e. Honey: Preference is given to the type for direct consumption, virgin, integral, home produced, not subjected to any heat treatment, containing the enzymes in active form and bearing indications of the dates of production and expiration on the label IAW D.Lgs. 7 January n. 3 and subsequent update.

f. Jam: This must be obtained by concentration of the flesh of a given fruit with a soft consistency. It must not be altered or colored with substances other than the fruit from which it is prepared and must not contain substances extraneous to the composition of the fruit nor flavored using artificial flavorings. It will be supplied in 400-gram jars.

g. Canned tuna: Prime quality "yellow fin" tuna, in slices of national or foreign origin, packed in tin cans. The product supplied must have matured for at least six months and must comply with the laws in force. Cans shall not contain more than four pieces of

pulpy fillets (chunks) of tune fish, plus 5% of small pieces, without water, finished and packaged in Italy, IAW Italian legislation.

h. Peeled tomatoes: Must be obtained directly from fresh, ripe healthy fruit, which has been well washed, with a delicate, tangentially sugary flavor, of average size, which has not been handled before canning except for scalding and peeling. Canning must be made in hermetically sealed tin cans and be followed by preheating. The appearance, color of the tomatoes must not be abnormal; they must contain no animal organisms in their mass or be attacked by vegetal organisms. With regard both to content and canning (quality and type of cans used) they must comply with food legislation. The products must be in accordance with the law L. 96 10 March 1969; DPR n. 428 11 April 1975; D.L. 3 August 2004 n. 204; D.M. 23 September 2005; Reg. CE n. 449/2001 and subsequent update.

i. Dry legumes: Must be of the “soup” type, those identified by the commercial denominations of “borlotti” or “cannellini” beans with regard to preservation and packaging. They must comply with the relevant legislation in force. The legumes must be: healthy, dry, well selected, freshly harvested, whole, virtually uniform and smooth, without worms, stains, chalk, or foreign bodies within no greater tolerances than those accepted by commercial practice for prime quality legumes. IAW Regolamento UE n.543/2011 del 21 giugno 2011 ed allegati, recepito con il D.M. del 03/08/2011 n.5462 e successive modifiche col Regolamento CE n.701/2012 del 30 luglio 201225F26 and subsequent update. Types if legumes include:

- Beans
- Chick peas
- Lentils
- Peas
- Soya beans

j. Toasted bread slices: The product must be made with type “O” flour. IAW D.M. 16 May 2017.

k. Dry biscuits for communities: The biscuits to be supplied must possess the requisites of baked products with perfect leavening and cooking. The biscuits obtained from baking dough prepared from edible flour, even if mixed with wheat meal, must specify the vegetable from which the flour used in the process was obtained. Colorings and flavorings other than those provided for in current legislation must not be used in the production of biscuits. The use of emulsifiers, refined lard and hydrogenated oils and fats is forbidden. The biscuits must not be sweetened with saccharine or with sweet

substances other than sugar or with sweeteners other than saccharine or fructose. The biscuits must not contain mineral materials, alternative vegetable substances or other impurities. The biscuits must be packed and sealed in wrappers as suitable by the laws in force for containing food. Each pack must specify the ingredients, in decreasing order of quality referred to weight, as well as the expiration date of the contents.
D.M. 16 Maggio 2017 G.U. N. 136, 14 Giugno 2017 and subsequent update.

l. Whole sea salt: Limited use (Rough and fine available with Iodio and w/o Iodio) IAW current legislation L. 21 March 2005 n. 5527F28 and subsequent update.

5.2.32 FLAVORINGS

Spices shall be natural, vegetable, dried, Italian origin IAW T.U. D.lgs 75/2018 and subsequent modification.

Pasta

- Characteristics: Pasta must be made with durum wheat flour which must have all the characteristics indicated for type “O” IAW D.M. 26 July 2017 G.U. N.191 del 17 August 201729F30. It must fully comply with the following: perfect state of preservation, without suggestions of rancidness or presence of mildew; a uniform appearance, resistance to finger pressure, so that the pasta must break with a dry sound and a glassy break, not floury; not OGM, UE area resistant to cooking for about 15 minutes without breaking or becoming soggy; the cooking water must not contain shreds of pasta
- Types: Pasta of bran and refined durum wheat – Fresh made pasta.
- Packing: The pasta must be supplied in its original packaging, sealed, and bearing the seal of the manufacturer and, in any case, in conformity with the provisions of D.M. 18.6.1979 for food packaging, with net weights of 10/15 kg each.

https://www.qualivita.it/wp-content/uploads/2017/02/2017.02.16_RS_INFORMATORE-AGRARIO.pdf
https://www.camera.it/parlam/leggi/deleghe/04051dl.htm
https://www.gazzettaufficiale.it/eli/id/2016/01/11/16G00004/sg
https://ec.europa.eu/fisheries/sites/fisheries/files/docs/body/eu-new-fish-and-aquaculture-consumer-labels-pocket-guide_it.pdf
http://www.ssica.it/content/view/56/75/lang,it/
https://www.google.it/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&ved=2ahUKEwjggt-Pme3nAhWkM-wKHWCqAxUQFjABegQIAhAB&url=http%3A%2F%2Fweb.bmti.it%2Fflex%2Fcm%2Fpages%2FServeAttachment.php%2FL

%2FIT%2FD%2F5%25252F8%25252F1%25252FD.d6f92dcc9245d7cd50ca%2FP%2FBLOB%253AID%253D140%2FE%2Fpdf&usg=AOvVaw3vy3Alf0QTBtAA5cbv6WSV

5.2.33 Pearl Barley and Spelled

Must be produced in Italy or UE area, not OGM and IAW current legislation D.M. 17 Dicembre 201330 and subsequent modification. (For use as an alternative to rice and pasta)

5.2.34 Flour

Soft wheat flour must be IAW have the following characteristics:

- Type “00” flour: humidity 14.50%, 0.50% ash of dry substance cellulose dry gluten 7%
- Maize flour for polenta: produced from maize grains (white or yellow).
- Not OGM
- IAW current legislation, D.P.R. n. 187 9 Febbraio 2001 32 and subsequent update

5.2.35 Rice

a. Rice must be identified by the commercial denomination Vialone nano, Carnaroli, Arborio, Parboiled or Basmati

b. Not OGM

c. Must have the characteristics stated by the current Italian and European legislation, D.Lgs 4 Agosto 2017 n. 131 and subsequent modification.

d. Must be of the latest harvest and have been subjected to second degree processing, fresh from the pile, dry and a good average for the year.
e. Grains must be whole, virtually uniform with tolerances (broken grains, chalkiness, viola- colored, amber-colored, stained) accepted by commercial practice for first quality rice.
f. It must not be pricked, perforated, have a moldy smell or other unpleasant odors. It must be free from dust, foreign bodies and insects and it must not be altered or varied. It should leave no traces of floury substances when rubbed between the hands.

Humidity should be no higher than 15-15.5%. It must resist cooking for at least 15 minutes, without the grains undergoing an excessive alteration of form.

5.2.36 Rice Flours

Rice flours should be utilize as thickeners alternative during soups preparation.

http://www.salute.gov.it/imgs/C_17_normativa_525_allegato.pdf
https://www.google.it/url?sa=t&rct=j&q=&esrc=s&source=web&cd=5&ved=2ahUKEwiW0KzGsOznAhVEKewKHeLIAQkQFjAEegQIChAB&url=http%3A%2F%2Fwww.laimburg.it%2Fit%2Fprogetti-pubblicazioni%2Fspotlight.asp%3Fnews_action%3D300%26news_image_id%3D1016336&usg=AOvVaw0TYjSemEmcoDL1tMH4Re9R
http://www.pianidisettore.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/420
https://www.politicheagricole.it/flex/files/2/f/6/D.34ca305e98ded6c87bfc/DPR_187_2001.pdf
https://www.altalex.com/documents/leggi/2017/09/08/mercato-interno-del-riso

5.2.37 Bread

Bread with the normal addition of common salt must be prepared with type “O” flour or with whole-wheat flour, natural rising without enhancers, in forms with a unit weight of 40-50 grams while the Administration reserves the right to request quantities of bread made from organically grown whole meal up to a limit of 30%. The bread supplied must possess all the requisites identified in the relevant legislation in force. The bread must be supplied fresh (not stale),

eventually sliced, and baked not more than four hours before delivery. Supplies will be made daily on the basis of effective need, in properly clean recipients, covered and appropriately protected both from dust and rain. IAW D.M. n. 131 1 Ottobre 201833F34.

5.2.38 Bouillons

Extract for broth of vegetable proteins, sea salt, vegetable oil (maximum 5%), mixed vegetables (onion, garlic, carrot, celery, parsley, and tomato) 3%. IAW D.M. CIRC. 18 Gennaio 1992 n. 139, G.U. n. 31 7 February 199234F35 and subsequent update.

5.2.39 Oils

a. Characteristics extra-virgin olive oil: The supply of refers to a product which has an acidity level no greater than 1%, produced from olives from the latest harvest, home

produced with the declaration “cold pressed” and with olive from Italy or UE area only. It must have the following characteristics: free from disagreeable of burning odors or flavors even if obvious after heating, neither bitter nor fatty. IAW Reg. CE n. 1019/02 and D.Lgs. n. 109/9235F36 and subsequent update

b. Sunflower seed oil: Must be well refined, with a yellow color and the following characteristics:

- Saponification no. 188-194.
- Iodine no. N/A
- Refraction index at 25°C 1.4680 – 1.4698.
- Specific weight at 15.5°C 0.922 – 0.928.
- Melting point of the fatty acids 16°C – 18°C.
- IAW REG.(CE) N. 422/2005 14 March 2005 and subsequent update and with current Italian Legislation36F37.

5.2.40 Important note for operators

a. Condiment fats (oils, butter, etc.) should always be added at the end of cooking (therefore raw).

b. Limited salt should be used in moderation in the preparation phase of the food.

c. Hot spices will not be used but added by patrons after served if desired.

d. Risotto should be prepared with sauces varied in accordance to Italian common recipes.

e. Pasta “in bianco” is intended as with oil or butter only. Parmesan shall be added upon request.

f. Pasta with tomato sauce should be prepared with oil only and the sauce separate.

g. Barley soup should be prepared with small diced vegetables or in some other way but not with whole beans.

h. When, because of technical problems, it is impossible to prepare fresh potato gnocchi, the company can provide packed ones. Once a week a selection from choices of gnocchi, lasagna, ravioli, tortelli or tortellini will be offered on rotation basis.

i. Pizza is intended as the “Margherita” type prepared with fresh tomatoes sauce and buffalo milk mozzarella.

j. Other legumes such as chickpeas, lentils, and peas can replace the beans for soups.

k. Fish must be prepared and cooked in different ways to render it attractive. Use of frozen fish is preferred. Contractor shall offer fish second course twice a week

l. Roast turkey may also be barbecued.

m. Cooked and raw vegetables should be varied as much as possible depending on the season and sliced thin.

n. Mashed potatoes must be soft but not watery

https://www.altalex.com/documents/news/2018/11/21/pane-e-panifici-il-decreto-sulle-nuove-denominazioni
https://www.gazzettaufficiale.it/eli/id/1992/02/07/092A0509/sg
https://www.politicheagricole.it/flex/cm/pages/ServeBLOB.php/L/IT/IDPagina/751
http://www.amblav.it/Download/I_06820050315it00050027.pdf

o. Every day will be offered, “on demand” request, grilled sliced meat (beef or chicken)

p. The fresh fruit item shall be served as fruit salad at least once a month.

q. Grilled meat is preferred twice a week on menu’ variety

r. Type of meat should be predominately beef, veal, chicken and turkey. Limit the use of pork.

s. Cold Cuts. Offer a variety for individual portions (daily sliced);

t. “Mono” portions of cheese such as Ricotta, Stracchino, Mozzarella, Tuna and Mackerel are preferred;

u. During the months of April, May, June, July August and September mixed “large” salad entrees with addition of boiled eggs and/or tuna fish fillets should be prepared in appropriate bowls (sealed and labeled with preparation date) and presented as alternatives to second course;

v. A variety of cold raw vegetables (majority of seasonable vegetables) offered at salad bar are preferred.

w. In case of medical certified employees request, and only in case employee will not require Mensa allowance, Contractor shall offer celiac menu.

Basic dietary food table

Meal:

Pasta or rice (in broth) 50 gr Pasta or rice (with sauce) 100 gr
Potato Gnocchi or Lasagna 300 gr Ravioli, Tortelli or Tortellini 125 gr Meat or vegetable broth 250 gr Parmesan cheese on pasta 5 gr Beef, chicken or fish 150 gr Cooked ham 100 gr
Eggs 120 gr
Vegetables: Carrots 200 gr Potatoes 300 gr
Peas 100 gr
Spinach 300 gr
Other cooked vegetables 300 gr Fresh fruit 150 gr
Bread 50 gr
Condiments: Extra-virgin olive oil or butter 30 gr (the weights indicated are intended as raw after removing waste)
This lunch meets 40% of the daily needs of an adult for all nutritional principles.
COMPOSITION (average values): Protein 50 gr
Lipids 37 gr
Glucides 176 gr
Calories: 1,124

Dishes:

Potato gnocchi or Lasagna 300 gr Ravioli, Tortelli or Tortellini 125 gr Pasta or rice (in broth) 50 gr
Pasta or rice (with sauce) 100 g Pizza 250 gr

Maize flour 100 gr
Meat or vegetable broth 250 gr Parmesan cheese 5 gr
Beef, chicken, turkey or fish 150 gr Ham 100 gr
Cheese 100 gr
Eggs 120 gr
Fresh or frozen peas 120 gr Dried peas 70 gr
Vegetables: Carrots, vegetables in season, potatoes 300 gr Mashed Potato 250 gr
Fresh fruit of the season 200 gr

Beverages:
The Contractor shall provide at the serving line Dispenser a beverages selection, without quantity limitation, between water smooth, water sparkling, water sparkling cold, Cola, Orange juice, Fruits juice, Te'. For Take Away: ½ liter bottled water for both full and half meals.

5.2.41 Sanitation Requirements

Definition Of Clean And Sanitized: For the purpose of this contract, the following definition shall be applied by the US Government to measure performance. Properly cleaned equipment shall be free of dirt, grease, rust, food, food particles, scum and foreign matter. Properly sanitized food contact surfaces have been treated using either heat or sanitizing chemicals, which reduces bacterial count to a safe level without leaving toxic residue.

Sanitation: Qualified medical services personnel shall inspect for compliance with sanitary and health standards IAW A.S.L. Standards, TB MED 530 and FDA required immunizations for food service workers.

a. General. The Contractor and Contractor personnel shall practice strict sanitary procedures at all times in accordance with A.S.L. standards. The Contractor shall become familiar with the content and requirements of Italian regulatory guidance. A.S.L. sanitation standards apply to facilities, equipment, and personnel, to include, but not limited to, the receipt, storage, preparation, and of food products.

b. The contactor shall sanitize each table and chairs after each single guest service utilization, within 3 minutes and the area at the end of service (kitchen, dining room, locker room and contractors' personnel bathrooms) IAW Circular n. 5443 22 February 2020 Ministero della Salute and following update.

c. Sanitation Inspection. In accordance with A.S.L. standards, the Contractor shall be subject to the following actions by qualified medical services personnel as they shall inspect for compliance with sanitary and health standards IAW TB MED 530.

d. Inspections of food service facilities to determine compliance with applicable standards. Inspections will include examination for sanitation-procurement, processing, preparation, storage, shipment, receipt, and distribution of food.

e. Determination of requirements for providing medical examinations of food service personnel. Food service personnel may be required to make a medical examination at the Contractor's expenses.

f. Technical guidance and assistance in food service sanitation training.

g. Verification of certification of food service supervisory personnel in accordance with Italian Law.

h. Epidemiological investigations of suspected food-borne illness.

i. Pest surveillance of food products and food service facilities. Guidance to food service facility personnel on non-chemical control measures to prevent or control pests.

j. Pest management personnel will be notified when non-chemical techniques have failed to control infestations and when supplementary chemical control measures may be needed.

k. Disease Outbreaks. In case of actual or suspected food borne or communicable disease outbreaks, the Contractor shall immediately notify the COR. In such cases, the Installation Food Advisor may conduct an investigation to determine the responsible etiological agent. Contractor shall cooperate with the IFA until conclusion of the investigation(s); A.S.L. will be advised.

l. The Contractor shall perform the following in the area used for the contracted services:

- Sweep, mop and clean floors, and the outside area around the Mensa facility, such as outside the kitchen area, main entrance patio, and Mensa dining side;

- Clean woodwork, walls, ceilings, windows, furniture and equipment as specified;
- Clean tables, chairs, counters, kitchen preparation and service equipment and ware washing equipment;
- Wash and sanitize dishes, glasses, flatware, cooking utensils, pots and pans to include insulated food containers;
- Operate dishwashing equipment before, during and after meals; utensils, dishes, glasses, flatware and all cooking utensils to point of use or storage;
- Segregate and remove trash and garbage, and transport to disposal areas and place in appropriate receptacles;
- Perform all sanitation procedures to meet requirements in accordance with AS.L. standards, adherence with Chapter 11 and TB MED 530;
- The Contractor shall not use steel wool for any cleaning process other than steel wool pads for buffers used in stripping floors of wax.

m. The Contractor shall post all sanitation procedures signs required by Italian Laws. Posted signs shall be easily visible to all dining facility personnel and shall be kept clean and legible. Signs shall not be glued or taped to walls where tiles are not present. Signs will be in Italian and English language and frames will be used for signs which do not require weekly updates as menu.

n. All stainless steel except food contact surfaces shall be polished at least once each week with a nonabrasive metal polish. Food contact surfaces shall not be polished.

o. The Contractor shall furnish necessary cleaning supplies to accomplish required cleaning in accordance with A.S.L. standards; adherence to TB Med 530 is required more restrictive than A.S.L. standards.

p. The Contractor shall procure and use commercial grade dishwashing machine compounds (dry), rinse additives and liquid dishwashing compounds, compatible with dishwashing equipment.

q. The Contractor shall keep all paper towels, toilet paper, and hand soap dispensers supplied at all times. All dispensers shall be wiped clean when refilled.

r. The Contractor shall store all cleaning liquids, powders and/or chemicals in their original containers and secured in lockers/cabinets for corrosive product. Wood

lockers/cabinets shall not be used. Storage of cleaning supplies, mops (one for kitchen area and one for lockers/bathroom area identified with label), brooms (one for kitchen area and one for lockers/bathroom area identified with label), pails, etc., shall be in lockers/cabinets, secured with a lock, away from subsistence storage areas. The COR, depending on the type of facility, will determine the location of the lockers/cabinets. Keys will be made available at any time.

5.2.42 Walls And Light Fixtures

The Contractor shall provide cleaning service for walls and fixtures as follows:

a. The Contractor shall spot clean all walls, baseboards, window ledges, doors and door frames daily to remove all smudges, stains, spillage, and splashes, and prevent accumulation of dust and dirt. The Contractor shall at a minimum, wash all walls, baseboards, window ledges, frames and doors, weekly. Mold and mildew shall not be permitted to build or remain on walls in high moisture areas.

b. The Contractor shall clean pictures and other decorations, such as artificial plants, weekly to prevent accumulation of dust and dirt.

5.2.43 Dishwashing Service

The Contractor shall provide dishwashing service as follows:

a. The Contractor shall perform the operation and cleaning of the dishwasher(s) and cleaning of dishes, glasses, cups, trays, bowls, and flatware. The Contractor shall replenish silverware. Sufficient Contractor personnel shall be available to perform dishwashing operations not later than the start of each scheduled meal period. The entire dishwashing operation shall be completed no later than the start of each scheduled meal period and prior to closing of the dining facility of the day's operation.

b. The Contractor shall return all dishes, glasses, trays, flatware, and dinnerware to their respective storage areas after each meal.

c. Clean silverware; dishes, glassware, trays, cups, bowls, tumblers, flatware, etc. shall be free of all visible signs of food, food residue, grease, soap scum or foreign matter.

d. The Contractor shall immediately notify the COR anytime that the water temperature cannot be maintained at or above minimum prescribed temperatures. In the event of a mechanical failure during meal service, the Contractor shall notify the COR and, to the extent necessary to meet feeding and sanitation requirements, perform dishwashing by hand. When dishwashers are inoperative, the Contractor shall provide and use plastic ware, paper plates, and cups as a labor saving means or provide temporary equipment replacement.

e. In the event that adequate amounts of hot water cannot be obtained to accomplish automatic or manual cleaning as described above, the following procedures shall be used: after all trays, dishes, glasses, flatware and utensils have been washed and rinsed free of detergent, they shall be immersed for a minimum of 1-minute in a chlorine solution. Solution shall be provided and prepared by the Contractor.

5.2.44 Characteristics Of Cleaning Products

a. Detergent products:

- Anionic neutral biodegradable surfactants for table and kitchenware, worktops, cutting blocks and utensils.
- Alkaline detergents with grease-removal action and caustic-disinfectant for floors.
- Specific products for ovens with high detergent and caustic action.
- 100% biodegradable detergent are required

b. Disinfectant action:
Composed on a basis of quaternary ammonium salts for kitchenware, utensils, chopping boards, work benches and floors

c. Scale removers:

- Specific products for removing scale from dishwashers:
- Products for visible scale.

- Neutral soap: with a disinfectant principle based on quaternary ammonium salts.
- Sponges: Strong enough to retain their structural integrity as not to leave pieces that could contaminate food
- Sponges: In natural cellulose terrycloth and cotton resistant to boiling and daily sanitizer operations resistant. Sponges and cloth single use are required to clean tables, chairs and food preparation tables.

5.2.45 Pots, Pans, And Utensils Cleaning

a. The Contractor shall provide cleaning service for pot, pans, and utensils as follows:

- The Contractor shall clean and sanitize all cooking and serving pots, pans, and containers and utensils used in preparation and serving of food serving equipment used to transport food to other locations, after each use. Cleaning of pots/pans and utensils shall be accomplished in accordance with A.S.L. and adherence to Chapter 3, Section VI, and TB MED 530. The Contractor shall return cleaned items to proper storage areas after cleaning is accomplished. Properly cleaned pots, pans, and utensils containers shall be free of all food residue, grease, soap scum, and foreign matter.
- The Contractor shall accomplish pot, pan, and utensil washing as items are used and placed in the pot/pan washing area. Items shall not be allowed to accumulate throughout meal preparation or serving periods. The Contractor shall clean the pan washing room or area after each meal and prior to the next scheduled meal or closing the facility for the day.

5.2.46 Food Service Equipment And Utensil Cleaning

The Contractor shall clean food service equipment and utensils to meet performance requirements: Clean all non-food contact surfaces. Equipment and utensils shall be clean to sight and touch. (Free of grease or residue). Clean and sanitize all food contact surfaces. Air-dry equipment after items have been cleaned and sanitized. Protect clean, store sanitized equipment and utensils from contamination between uses. Guidance: TB MED 530. FM 10-23-2. Sanitation Guidance: TB MED 530.

5.2.47 Floor Drains

a. The Contractor shall keep the throats and covers of all floor drains unclogged. Drain openings shall be covered with drain covers. Floor drain covers shall be cleaned daily to remove all accumulations of scum, slime, and residue. The Contractor shall clean (scrub) drain openings and throats at 7-day intervals.

b. The Contractor shall notify the Contracting Officer when grease interceptors require pumping.

5.2.48 Trash And Garbage

The Contractor shall provide trash and garbage service as follows:

a. The Contractor shall remove all garbage and trash cans from all areas in the dining facility and transport to the trash and garbage areas not more than 30 minutes after each meal period. Additionally, remove trash as needed during the day's operation, to prevent accumulation of empty boxes, cans, trash, or garbage within the dining facility. The Contractor shall be responsible for separating and disposing different types of garbage and trash in accordance with the assigned containers made available by the Installation in proximity of the operated facility (paper, plastic, glass and food recycling disposal are required to be applied without exception)

b. The Contractor shall thoroughly clean garbage containers and covers, with hot water and detergent, each time they are emptied and prior to reuse.

c. The Contractor shall police the trash and garbage disposal area, including the grounds and access routes each morning and as needed to maintain the area clean, free of trash, litter and debris. The Contractor shall be responsible for policing spillage during ration delivery.

5.2.49 Rear Platforms

The Contractor shall sweep, scrub, rinse with clean water and mop dry rear platforms at least once daily and as needed to maintain cleanliness. Loading dock shall not be used to store garbage, refuse, empty jars, kitchen equipment or cans. The dock area shall be clean and free of grease and debris in accordance with A.S.L. standards and adherence to TB MED 530.

5.2.50 Restrooms

a. The Contractor shall clean restrooms located inside lockers room area dedicated to Contractor employees, cleaning operations will be accomplished after each meal period and prior to the start of the next scheduled meal period. Trash receptacles shall be emptied after each meal period and, as a minimum, shall consist of; toilets, urinals, sinks shall be free of dirt, grime, residue and foreign matter; walls, floors, partitions shall be free of dirt, grime, residue, graffiti and foreign matter. Mirrors and dispensers shall be free of dirt, grime, handprints and streaks or spots. Paper towels, toilet tissue and soap shall be available always/no exception. Trash receptacles shall be emptied after each meal period.

b. Toilets and urinals shall be washed inside and out with a nonabrasive soap solution and when dry shall be free of streaks. A brush shall be used to reach into the trap. No rust or scale deposits shall be left under the rim. Disinfectant shall be used in scrub water. All water shall be removed from the floor adjacent to urinals and toilets so those odors are not permitted to start. All urinals and toilets shall be thoroughly cleaned in accordance with A.S.L. and Para 5- 17, TB MED 530. The Contractor shall replenish all supplies (hand soap, paper towels and toilet tissue) as needed.

c. The Contractor shall not use mops, brooms, and brushes used in cleaning of restrooms for cleaning in any other areas. A red ring painted on handles and stored separately when not in use shall identify them.

5.2.51 Employee Lockers

The Contractor shall maintain employee lockers, where provided, in a neat and sanitary condition. Dirty, damaged or discarded uniforms shall not be stored or permitted to accumulate in lockers. The Contractor shall clean assigned lockers weekly, as a minimum.

5.2.52 Insect And Rodent Control

a. The Contractor shall conduct operations in a sanitary manner to prevent attraction of insects, vermin and rodents, and shall comply with pest control measures prescribed by A.S.L. and applicable Italian law. The US Government also requires adherence to TB MED 530 when it is more restrictive than A.S.L. standards. If an

infestation of vermin occurs, the Contractor shall immediately notify the COR. Pest control treatments will be provided by the US Government as required. The Contractor shall maintain a copy of DD Form 1532-1, Pest Management Maintenance Record on file. The form will be annotated by a US Government representative each time entomological services are performed.

b. The Contractor shall notify the COR via a phone call and email when other than scheduled pest control service is required.

c. In the event the US Government decides to close dining facilities for pest control, the Contractor will be given 48 hours prior notice. Service required prior to reopening the facility shall be specified in a change order issued by the Contracting Officer under the “Changes” clause of the contract.

d. The Contractor shall prepare the dining facility for pest control as follows:

- All sealed jars and cans will be moved to the front of the shelves;
- All other food shall be placed in refrigerators or removed from areas receiving treatment;
- The automatic dishwasher and all sinks shall be emptied;
- The eating ware and utensils shall be removed from the areas receiving treatment or shall be placed on tables and covered with a clean cloth;
- All condiment containers shall be removed from the area receiving treatment or shall be placed on one table and covered with a clean cloth.

5.2.53 Contractor Personnel

The Contractor shall furnish to the Contracting Officer and COR within five (5) business days after award and before starting contract performance, a written list of personnel, including sub-contractor personnel, designated for work under this contract. The list shall include:

- Full name and address
- Location and date of birth
- Copy of identification document
- Nationality
- Scheda anagrafica professionale
- HACCP (Hazard Analysis and Critical Control Points) Certificate

- Medical certificate stating eligibility to work in food services

The Contractor is cautioned that off duty active military personnel hired under this contract may be subject to Permanent Change of Station (PCS), change in duty hours and deployment. Military reservists and National Guard members may be subject to recall to active duty. The abrupt absence of these personnel could adversely affect the Contractor's ability to perform. Their absence, at any time, shall not constitute reason for change in delivery schedules nor nonperformance under this contract.

The Contractor shall be subject to all applicable Italian laws concerning safety requirements.

The selection, assignment, reassignment, transfer, supervision, management, and control of Contractor employees in performance of this PWS shall be the responsibility and prerogative of the Contractor; however, the Contractor shall comply with the full intent and specific policies set forth in this PWS. When the US Government directs, the Contractor shall restrict employment under the contract or remove from performance any person who is identified as a potential threat to the security of the installation and its population.

The Contractor will cover the absences of personnel with personnel of the same qualifications and professional standing as those absent from work at the start of the feeding period.

The Contractor shall prepare a work schedule detailing duty position, location, and hours of work for each employee. The Contractor shall submit his work schedule to the Contracting Officer with copy to the COR at least within ten business days after award.

5.2.54 Employees Uniforms And Appearance

The Contractor shall provide all employees uniforms. Contractor personnel shall present a neat appearance and shall be easily recognized. Employees shall wear Contractor-furnished uniforms and aprons when on duty except aprons shall not be worn while serving food, unless operating a grill. Uniforms shall be in good repair, freshly laundered, white in color, well fitting. The Contractor is responsible for maintaining employee uniforms. Employees shall wear a fresh uniform each day, and the Contractor shall have extra uniforms available to allow employees to change if a uniform should become heavily soiled. Safety boots/shoes shall be clean and of sturdy construction and

shall cover the foot. Employees shall wear socks or hose as appropriate. Open-toe shoes, sandals, shoes with high platforms, spiked heels, heels higher than two inches, and athletic shoes shall not be worn. Attire and dress standards for Contractor personnel are subject to approval by the COR. A sample of the proposed uniform will be submitted to the COR for approval, not later than then (10) days prior to the start of the contract. All personnel entering or working in food preparation or service areas shall wear hairnets or other effective hair restraints.
Personnel with facial hair that cannot be adequately restrained shall be prohibited from food service operations. All hair restraints shall be kept clean. Hair restraints can be white paper disposable hats or nets and shall be changed as needed and discarded daily.

5.2.55 Identification Badge

The Contractor must provide each of their employees with an easily readable identification badge. The badge must include the employee's name, the Contractor's name, the functional area of assignment and a recent color photograph of the employee. All leaders, managers, and supervisors shall be identified as such on their nametag. The Contractor shall require employees to wear the badges visibly when performing work at US Government workplaces unless this would be impractical based on mission or safety considerations

5.2.56 Jewelry

With the exception of plain wedding bands, food service personnel shall not wear jewelry, including wristwatches, while preparing or handling food. The wearing of medical alert bracelets or necklaces is authorized.

5.2.57 Conduct Of Employees

The Contractor shall be responsible for the performance and conduct of all personnel employed under this contract. The Contractor shall prohibit employees from performing work under this contract while under the influence of alcohol, drugs, and other incapacitating agents. Contractor personnel shall abide by all security regulations of the installation and shall be subject to such checks as may be deemed necessary. No verbal or physical abuse shall be tolerated while on duty. The US Government reserves the right to direct the removal of an employee for misconduct, security reasons, or any overt evidence of communicable disease. Removal of contract employees for reasons stated above does not relieve the Contractor from responsibility for total performance.

5.2.58 Personal Hygiene

Contractor personnel shall inspect all personnel at the start of each shift for any evidence of communicable disease, boils, infected wounds, open sores or acute respiratory infections.

Personnel with any such health problems shall be referred to a medical physician to receive written clearance before returning to work in the dining facility (IAW TB MED 530). All employees shall wash their hands before handling clean utensils, equipment or starting food preparation, prior to donning food service gloves provided by the US Government and between handling of raw and cooked or other ready to eat foods. Employees shall maintain and keep fingernails clean, cut short and devoid of nail polish and other nail products to include decals. The Contractor shall notify the Contracting Officer in writing any time a contract employee is diagnosed with an illness due to Salmonella, Typhus, Shigella, Spp, Escherichia Coli, or Hepatitis A virus. Personnel with these or other health problems, i.e. persistent sneezing, coughing, or runny nose, shall not be permitted to work in the dining facility. Personnel relieved of work due to illness must have doctor's clearance before returning to work and a copy shall be provided to the Contracting Officer and the COR by the Contractor. No tobacco of any form shall be used by Contractor's personnel in the dining facility, except during break periods and in designated areas. HACCP prescriptions must be 100% respected.

5.2.59 Health Examination

The Contractor shall provide health certificates stating eligibility to work in food services for each employee prior to working at the Mensa. These certificates must be updated annually. Personnel with evidence of communicable disease, infected wounds, open sores, or acute respiratory infection, shall be referred to a doctor to receive written clearance before returning to the Mensa. Personnel with health problems shall not be permitted to work in any capacity where there is likelihood of food or food contact surface contamination with pathogenic organisms or transmitting disease agents to others.

5.2.60 U.S. Federal Acquisition Regulation Against Human Trafficking

The Contractor shall not "destroy, conceal, confiscate, or otherwise deny access by an employee to the employee's identity or immigration documents, such as passports or drivers' license, regardless of issuing authority." FAR 52.222-50(b)(4).

The Contractor shall not "use misleading or fraudulent practices during the recruitment of employees or offering of employment " or "[u]se recruiters that do not comply with local

labor law of the country in which the recruiting takes place." FAR 52.222-50(b)(5). The Contractor shall not "charge employees recruitment fees." FAR 52.222-50(b)(6).

In some circumstances, contractors may not "fail to provide return transportation or pay for the cost of return transportation upon the end of employment." FAR 52.222-50(b)(7). The Contractor may not "provide or arrange for housing that fails to meet the host country housing and safety standards." FAR 52.222-50(b)(8).
The Contractor shall not "fail to provide an employment contract, recruitment agreement, or other required work document in writing" if they are separately required to do so by law or by contract. FAR 52.222-50(b)(9). A written work document must be provided at least five (5) days before the employee relocates. It must be in a language the employee understands and contain "details about work description, wages, prohibition on charging recruitment fees, work location(s), living accommodations and associated costs, time off, roundtrip transportation arrangements, grievance process, and the content of applicable laws and regulations that prohibit trafficking in persons. "FAR 52.222-50(b)(9).

5.2.61 Use Of Alcoholic Beverages/Drug
The use of alcoholic beverages or illegal drugs by Contractor personnel while on duty, is strictly forbidden. The Contractor shall immediately remove and replace employees who are under the influence of alcohol or drugs within one (1) hour of notice to the Contractor's lead supervisor.

5.2.62 Personnel Removal
If a contract employee is removed from the work site for any reason, it is the responsibility of the Contractor to replace the employee with an approved/fully-trained substitute within two (2) hours of departure. The COR must be immediately informed.

5.3 Facility Engineering Service (Reserved)

5.4 Qualifications (Reserved)

5.5 Service Contract Reporting (SCR): (SCR is required (IAW FAR 4.1703) for all contracts with total dollar value (including options)≥$500)

5.5.1 Service Contract Reporting (SCR): The Contractor shall report ALL Contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the *{Insert Component's Name}* via a secure data

collection site. The Contractor is required to completely fill in all required data fields through the following web address: www.sam.gov. Reporting inputs will be for the labor executed during the period of performance during each Government FY, which runs from October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than the date identified in FAR 52.204-14b. Contractors may direct questions to the help desk by clicking "View Assistance for SAM.gov" which is located at the top of the SAM.gov website. From there, you can the select "Contact Our Service Desk" which will allow you to contact SAM.gov directly. If contract period of performance ends prior to September 30, the Contractor has 30 calendar days from end date of the contract to complete the SAM SCR requirement (deliverable # 21)

5.5.2 Steps for Submitting a Service Contract Report (SCR):

1. Go to www.sam.gov and log in.

2. Select Entity Registrations and then select Service Contract Reporting.

3. SAM displays your entities which have service contracts and meet the reporting criteria.
Select View by entity to see the service contracts for each entity.

4. Next, select Add for the service contract against which you want to create a Service Contract Report. Each service contract which meets the FAR Subpart 4.1703 reporting thresholds is displayed.

5. You will be taken to the Complete Service Contract Report page. SAM displays the contract details and allows you to report. You are required to enter the following information:

a. **Total Amount Invoiced:** Total dollar amount invoiced for services performed during the previous Government fiscal year under the contract (this amount should include the prime and any subcontract amount).

b. Prime **Contractor Hours Expended:** Prime contractor direct labor hours expended on the services performed during the previous Government fiscal year. The amount you enter is automatically divided by 2,080 hours to calculate a Full Time

Employee (FTE) equivalent, displayed under the Prime Contractor Hours Expended as Prime Contractor FTEs.

c. Report any required Tier 1 subcontractor information by selecting the Add Tier 1 Subcontract Information button.

d. When you are ready to submit the report, select Submit. This saves your report and returns you to the Select Service Contract page where you can create other SCRs or edit an existing SCR.

5.5.3 <u>Steps for Editing a Submitted Report</u>:

a. Follow steps 1-4 above. Any previously submitted SCR will have a View/Edit button
instead of an Add button.

b. Select View/Edit. You will be able to view the current SCR, edit available fields, and resubmit the record. You can also delete previously entered information altogether.

c. STD: All information provided by the Contractor shall be accurate, complete, and not exceed suspense dates noted in corresponding paragraph above.

d. AQL: 100% Compliant

5.6 Contractor Invoices

The Contractor shall submit monthly to the COR two (2) distinct invoices (original and three (3) copies or the electronic version) preferably on the last working day of every month and not later than the 5th day of the month following the invoiced period, as follows:

1. **Invoice #1**: The Contractor must indicate on four (4) separate lines of the invoice the numbers of Full Meals and Half Meals served to authorized HN Mensa Army and Air Force patrons, all in possession of the bar coded meal card. WAWF invoice submission may be required. (delivery # 22)

2. **Invoice #2:** The Contractor must indicate on two (2) separate lines of the invoices the numbers of Full Meals and Half Meals served to authorized HN Mensa patrons in possession of an AAFES coupon. The Contractor shall submit an invoice, along with a copy of the AAFES coupons, to the COR for certification. The Contractor shall also provide a copy of the invoice with the original collected coupons to the paying office. WAWF invoice submission may be required. (delivery # 23). The price indicated in the invoice for the Full Meals or Half Meals should be the same prices as invoiced for HN Mensa Army and Air Force patrons.

3. **Monthly Report:** The Contractor shall provide to the COR a monthly report for meals served every month for Non-HN patrons (DAC, US Military and Authorized External Contractors). The report must indicate number of Half Meals, Full Meals, and total amount charged in Euros. (delivery # 24)
NOTE: The Contractor may only invoice for bar coded meal cards swiped and AAFES coupons received. Manual entries for meals served will not be considered acceptable means for invoicing. The addresses where to submit the two (2) distinct invoices containing monthly report data are specified in ADDENDUM TO 52.212-4, (a) Inspection and Acceptance, (b) Invoice. All information must be properly protected and not shared with others.

PART 6

APPLICABLE PUBLICATIONS

6. **<u>Applicable Publications (Current Editions)</u>:** The following publications, manuals, regulations, etc. are mentioned in this PWS and are listed below.

6.1 Department of Defense Contract Security Classification Specification (DD Form 254)

6.2 Department of Defense Security Agreement (DD Form 441)

6.3 National Industrial Security Program Operating Manual (DoD 5220.22-M)

6.4 Installation Access Control (AE Reg 190-16)

6.5 The Army Physical Security Program (AR 190-13)

6.6 U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1)

6.7 Information Assurance Workforce Improvement Program (DoD 8570-M)

6.8 Information Assurance Training Certification and Workforce Management Directive (DoDD 8570.01)

6.9 Information Assurance (AR 25-2)

6.10 Electromagnetic Compatibility Directive (2014/30/EC)

6.11 Policies and Procedures for Property Accountability (AR 735-5)

6.12 Food service operations are performed IAW TB MED 530

6.13 AR 30-22 The Army Food Program
6.14 The Food Service Program 17 JUL 2019

6.15 DA PAM 30-22 Operating procedures for the Army Food Program 17 JUL 2019

6.16 AR 40-25 Nutrition Standards and Education 3 JAN 2017

6.17 TM 4-41.11 Dining Facility Operations 23 APR 2012

6.18 TM 4-41.12 Food Program Operations 23 APR 2012

6.19 Law No. 283/1962 (Food Hygiene) Establish the basic rules for the hygiene and safety of food products

6.20 Regulation (EC) No. 178/2002: Defines the general principles for food law, including traceability and safety

6.21 Regulation (EC) No. 852/2004: Establish hygiene rules for the production and distribution of food, including the use of the HACCP system

6.22 Regulation (EC) No. 853/2004: Regulates the hygiene of food of animal origin

6.23 Regulation (EU) 382/2021: Updates Regulation (EC) No. 852/2004, with particular attention to HACCP and hygiene

6.24 Legislative Decree 193/2007: Implements Regulation (EC) No. 852/2004 in Italy, introducing sanctions for non-compliance with HACCP

6.25 Law no. 166/2016**:** Deals with food waste.

PART 7

ATTACHMENT AND TECHNICAL EXHIBIT LISTING

7. Attachment

7.1 Attachment 1: Performance Requirements Summary

7.2 Attachment 2: Deliverables Schedule

7.3 Attachment 3: Estimated Workload Data

7.4 Attachment 4: Historical Workload Data

7.5 Attachment 5: Government Property (GP)

7.6 Attachment 6: Language Fluency Clarification

7.7 Attachment 7: Take Away Order Form IT versione

7.8 Attachment 8: Take Away Order Form EN version

7.9 Attachment 9: Menu' Winter and Summer 2024-2025

Attachment 1

Performance Requirements Summary (PRS)

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD	PERFORMANCE THRESHOLD/ACCEPTABLE QUALITY LEVELS (AQLs)
PRS#1 *Contractor* employees will be monitored by the COR to meet the standards of Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#2 Contractor shall maintain the dining area conditions (food preparation service area and dining room before, during, and after meals) IAW with PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#3 *Contractor* personnel shall wear uniforms, hair restraint, badges, and no jewelry IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#4 All *Contractor* personnel shall meet all standards IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#5 All Contract personnel shall adhere to the alcohol and illegal drug restriction, and health examinations shall be provided IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#6 The contractor shall maintain Food storage IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***

PRS#7 The contractor shall sanitizing requirements IAW Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#8 The contractor shall cleaning IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#9 The contractor shall adhere to food characteristics IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#10 The contractor shall maintain food protection and handling IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#11 The contractor shall prepare monthly invoices IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#12 The contractor shall provide catering food and take away meals characteristics IAW PWS Chapter 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#13 The contractor shall report accident IAW PWS Chapter 1 and 5	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***
PRS#14 The contractor shall submit to COR at least 10 (ten) working days prior contract start date. Contractor QCP and quality control plan IAW Chapter 1	Performance to contract standard	**AQLs formula** ***The 85.7% compliance of total observations is considered green/acceptable area***

The following calculation will be used to calculate contract compliance when random sampling, periodic inspection or 100% inspections are performed.

For example:

1. COR performs 14 observations in a given time frame (normally measured monthly)
2. COR noted two non-compliances;
3. Number of defects (two) is divided by the number of observations performed (14);
4. Contractor is found to be 14.3% defective
5. This number (14.3%) is subtracted from 100% to give you the percentage compliant, equal to 85,7%. The 85,7% compliance of total observations is considered green/acceptable area
6. This number is then compared to the AQL threshold to see if the performance objective is met.

Attachment 2

DELIVERABLES SCHEDULE

Deliverable #	Description	Frequency	# of Copies	Medium/Format
001	Quality Control Plan (para 1.5.1)	Once within 10 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
002	Optional Addendum to the QCP (para1.5.1.1.)	Optional within 30 days after each option period	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
003	Quality issues report (para 1.5.1.3)	In case of issues affect performance	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
004	Installation Pass Request (para 1.13.1)	3 Days after contract award and once a year 60 days before expiration	one copy to COR	Electronic delivery MS Ofc or Adobe
005	Common Access Cards (CAC) (para 1.14)	15 days after award or when required	one copy to COR	Electronic delivery MS Ofc or Adobe
006	Periodic Progress Meetings (para 1.16.1)	10 days after meeting	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
007	Nondisclosure Agreement (para 1.23.1)	10 days prior commencement work	one copy to RCO	Electronic delivery MS Ofc or Adobe
008	Plan initial work phase (para 1.27.1)	15 days after award or when required	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
009	Plan subsequent major phases (para 1.27.1)	15 days prior initiation work major phase	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
010	AT Level I Training (para 1.29.1)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
011	OPSEC Training (para 1.29.2)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
012	IWATCH Training (para 1.29.3)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
013	Information Assurance IA Training (para 1.29.4)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
014	Cyber Awareness Training (para 1.29.4.1)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
015	Information Technology (IT)/IA (para 1.29.4.2)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
016	Army Training Certification Tracking System (ATCTS) (para 1.29.4.3)	7 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
017	Personally Identifiable Information (PII) (Para 1.29.5)	30 days after employment	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
018	Threat Awareness & Reporting Program (TARP) (para 1.29.6)	7 days after employment	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
019	Government Property and Services (para 1.32)	10 days after contract award	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
020	GFP joint inventory (para 3.4)	5 days before the contract start	Two each (RCO and COR)	Electronic delivery MS Ofc or Adobe
021	Service Contract Reporting (SCR) (para 5.4)	30 days after 30 September each year	Two each (RCO and COR)	Insert on www.sam.gov
022	Invoice Full Meals & Half Meals Army & AF (para 5.7)	NLT 5 days after the end of the month	One copy to COR	Electronic delivery MS Ofc or Adobe or WAWF if required
023	Invoice Full Meals & Half Meals AAFES (para 5.7)	NLT 5 days after the end of the month	One copy to AAFES one copy to COR	Electronic delivery MS Ofc or Adobe or WAWF if required
024	Monthly report (para 5.7)	NLT 5 days after the end of the month	One copy to COR	Electronic delivery MS Ofc or Adobe or WAWF if required

ATTACHMENT 3

ESTIMATED WORKLOAD DATA

ITEM	NAME	ESTIMATED QUANTITY (PER YEAR)	
0001	*FULL MEAL Army*	*EA*	*49000*
0002	*HALF MEAL Army*	*EA*	*500*
0003	*FULL AF*	*EA*	*2000*
0004	*HALF MEAL AF*	*EA*	*100*
0005	*MEAL AAFES*	*EA*	*220*
0006	*MEAL Concessionaire externa contractors*	*EA*	*2800*

ATTACHMENT 4

HISTORICAL WORKLOAD DATA

ITEM	NAME	QUANTITY	
2021	ARMY FULL MEAL	EA	44713
2021	ARMY HALF MEAL	EA	37
2021	AF FULL MEAL	EA	1047
2021	AF HALF MEAL	EA	3
	G.T. 2021		**45800**
2022	ARMY FULL MEAL	EA	41894
2022	ARMY HALF MEAL	EA	180
2022	AF FULL MEAL	EA	1160
2022	AF HALF MEAL	EA	12
	G.T. 2022		**43246**
2023	ARMY FULL MEAL	EA	42546
2023	ARMY HALF MEAL	EA	321
2023	AF FULL MEAL	EA	1299
2023	AF HALF MEAL	EA	1
	G.T. 2023		**44167**
2024	ARMY FULL MEAL	EA	45061
2024	ARMY HALF MEAL	EA	406
2024	AF FULL MEAL	EA	1654
2024	AF HALF MEAL	EA	1
	G.T. 2024		**47122**
2025	ARMY FULL MEAL	EA	50944
2025	ARMY HALF MEAL	EA	577
2025	AF FULL MEAL	EA	2023
2025	AF HALF MEAL	EA	11
	ESTIMATE G.T. 2025		**53555**

ATTACHMENT 5 GOVERNMENT

PROPERTY (GP)

ITEM PICTURE	ITEM NAME	COMPASS GROUP NUMBER [CGI nº....]	STOCK nº or serial nº	Unit of measure	QTY issued	QTY2 hand	LOCATION	Unit acquisition cost	PROPERTY	Place in service	NOTE	Last inventory date
	RACK TRAY PORTABLE EAGLE LIFESTOR	CGI 05 - A/B	N/A	EA	2	2	KITCHEN	$ 540,00	GOVERNMENT	03/21/2016		23 Jan. '26
	TRAY RACKS Fopcar	CGI 06 - A/B/C/D	N/A	EA	4	4	KITCHEN	$ 540,25	GOVERNMENT	03/21/2016		23 Jan. '26
	2 Hot plates electric boiling top Zanussi + Open Base 400MM	CGI-030	731001C943675	EA	1 + 1 BASE	1 + 1 BASE	KITCHEN	$ 320,00	GOVERNMENT	03/21/2016		23 Jan. '26
	4 HOT PLATE Zanussi + Supply of Base with two doors	CGI-031	731001C943206	EA	1 + 1 BASE	1 + 1 BASE	KITCHEN	$ 524,20	GOVERNMENT	03/21/2016		23 Jan. '26
	digital scale BARTSCHER	CGI 074	N/A	EA	1	1	KITCHEN		GOVERNMENT	01/16/2026		23 Jan. '26
	BLAST CHILLER ELECTROLUX mod. 2CBCFA025SE	CGI-029	S/N 4242123407	EA	1	1	KITCHEN	$ 4.000,00	GOVERNMENT	03/21/2016		23 Jan. '26
	BLAST CHILLER ZANUSSI	CGI-032	411001C942602	EA	1	1	KITCHEN	$ 4.000,00	GOVERNMENT	03/21/2016		23 Jan. '26
	COLANDER	N/A	N/A	EA	7	7	KITCHEN	$ 18,00	GOVERNMENT	03/21/2016		23 Jan. '26
	CONVECTION OVEN ELECTRIC EASY PLUS ZANUSSI + Supply of Base with doors for steam oven ZANUSSI	CGI-033	731001C943205	EA	1 + 1 (Supply Base)	1 + 1 (Supply Base)	KITCHEN	$ 1.177,34	GOVERNMENT	03/21/2016		23 Jan. '26

	COOKER PASTA 1x 40 40 LT Zanussi	CGI-034	731001C943207	EA	1	1	KITCHEN	$ 3.400,00	GOVERNMENT	03/21/2016		23 Jan. '26
	COOKER PASTA 2 x 40 Lt Wells ZANUSSI	CGI-035	731001C942641	EA	1	1	KITCHEN	$ 1.782,92	GOVERNMENT	03/21/2016		23 Jan. '26
	COVER GASTRONORM 32X25	N/A	N/A	EA	5	5	KITCHEN	$ 6,00	GOVERNMENT	03/21/2016		23 Jan. '26
	COVER GASTRONORM 52X31	N/A	N/A	EA	32	32	KITCHEN	$ 7,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 64X52	N/A	N/A	EA	20	20	KITCHEN	$ 23,00	GOVERNMENT	03/21/2016		23 Jan. '26
	COVER POT 110061-32	N/A	N/A	EA	1	1	KITCHEN	$ 14,91	GOVERNMENT	03/21/2016		23 Jan. '26
	COVER POT 110061-40	N/A	N/A	EA	1	1	KITCHEN	$ 21,54	GOVERNMENT	03/21/2016		23 Jan. '26
	COVER POT 110061-45	N/A	N/A	EA	1	1	KITCHEN	$ 22,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DISPOSER FOOD WASTE SINK MOUNT	CGI-036	732001C131653	EA	1	1	KITCHEN	$ 1.225,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DISPOSER FOOD WASTE SINK MOUNT 2 HOLLOWS	CGI-037	732001C131624	EA	1	1	KITCHEN	$ 1.200,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DISPOSER FOOD WASTE SINK MOUNT	CGI-038	32001C131658	EA	1	1	KITCHEN	$ 1.225,00	GOVERNMENT	03/21/2016		23 Jan. '26

	FOOD CUTTER one phase FIMAR 2000R " la Romagnola"	CGI-039	732001C942629	EA	1	1	KITCHEN	$ 1.700,00	GOVERNMENT	03/21/2016		23 Jan. '26
	MIXER / CUTTER DITO SAMA	CGI 27	N/A	EA	1	1	KITCHEN	$ 3.500,00	GOVERNMENT	03/21/2016		23 Jan. '26
	FREEZER DIG 1430 lt. 2 Doors	CGI-040	411001C942632	EA	1	1	KITCHEN	$ 3.500,00	GOVERNMENT	03/21/2016		23 Jan. '26
	REFRIGERATOR Zanussi (1of 2)	CGI-041	80910003	EA	1	1	KITCHEN	$ 3.131,00	GOVERNMENT	03/21/2016		23 Jan. '26
	FRYER ELECTRIC ZANUSSI + Worktop 400 MM ZANUSSI + OPEN BASE 400MM 13B	CGI-042	731001C942630	EA	1 + 1 BASE + 1 WORK TOP	1 + 1 BASE + 1 WORK TOP	KITCHEN	$ 2.500,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 1/1 alt. 30	N/A	N/A	EA	8	9	KITCHEN	$ 8,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 32X25 H0	N/A	N/A	EA	2	2	KITCHEN	$ 8,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 32X25 H6	N/A	N/A	EA	1	1	KITCHEN	$ 11,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 52X31 H10	N/A	N/A	EA	14	14	KITCHEN	$ 16,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 52X31 H4	N/A	N/A	EA	14	14	KITCHEN	$ 9,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 52X31 H6	N/A	N/A	EA	25	25	KITCHEN	$ 12,00	GOVERNMENT	03/21/2016		23 Jan. '26

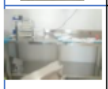
	GASTRONORM 32X25 H10	N/A	N/A	EA	2	2	KITCHEN	$ 30,94	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM 32X25 H15	N/A	N/A	EA	1	1	KITCHEN	$ 36,46	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM FORATA 52X31 H10	N/A	N/A	EA	1	1	KITCHEN	$ 16,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM FORATA 52X31 H15	N/A	N/A	EA	2	2	KITCHEN	$ 21,00	GOVERNMENT	03/21/2016		23 Jan. '26
	GASTRONORM FORATA 52X31 H6	N/A	N/A	EA	15	15	KITCHEN	$ 15,00	GOVERNMENT	03/21/2016		23 Jan. '26
	ZANUSSI FRY TOP MODEL 29II NDAOMEA NR. 2 ZANUSSI OPEN BASE MODEL 391154 NR. 2 ZANUSSI DOORS 206342	CGI-043	731001C966497	EA	1 + 1 BASE	1 + 1 BASE	KITCHEN	$ 4.573,13	GOVERNMENT	06/07/2022		23 Jan. '26
	KITCHEN TONGS	N/A	N/A	EA	17	17	KITCHEN	$ 9,00	GOVERNMENT	03/21/2016		23 Jan. '26
	LILLO SPAGHETTI	N/A	N/A	EA	1	1	KITCHEN	$ 13,00	GOVERNMENT	03/21/2016		23 Jan. '26
	CAN OPENER	CGI-073	N/A	EA	1	1	KITCHEN		GOVERNMENT	01/16/2026		23 Jan. '26
	NEUTRAL ELEMENT, STEEL 4 GN	CGI-045	43817701	EA	1	1	KITCHEN	$ 1.200,00	GOVERNMENT	03/21/2016		23 Jan. '26
	LAINOX - MODEL READY	CGI-046	S/N : LA020133207	EA	1	1	KITCHEN	$ 2.089,00	GOVERNMENT	03/21/2016		23 Jan. '26

	PAN FRYING BRASING ELECTRIC Zanussi	CGI-047	731001C942658	EA	1	1	KITCHEN	$ 4.261,26	GOVERNMENT	03/21/2016		23 Jan. '26
	PAN MINERAL STONE SURFACE	N/A	N/A	EA	5	5	KITCHEN	$ 71,83	GOVERNMENT	03/21/2016		23 Jan. '26
	PORTABLE HANDHELD MIXER - DITO SAMA	CGI-048	N/A	EA	1	1	KITCHEN	$ 496,72	GOVERNMENT	03/21/2016		23 Jan. '26
	POT Mod. 12001-45	N/A	N/A	EA	1	1	KITCHEN	$ 159,13	GOVERNMENT	03/21/2016		23 Jan. '26
	POT Mod. 12007-32	N/A	N/A	EA	1	1	KITCHEN	$ 64,10	GOVERNMENT	03/21/2016		23 Jan. '26
	POT Mod. 12007-40	N/A	N/A	EA	2	2	KITCHEN	$ 107,19	GOVERNMENT	03/21/2016		23 Jan. '26
	POT Mod. 12007-45	N/A	N/A	EA	2	2	KITCHEN	$ 182,34	GOVERNMENT	03/21/2016		23 Jan. '26
	POTATOES PEELER FFP FIMAR Mod PPF5 400V/3N	CGI-049	S/N 241018026	EA	1	1	KITCHEN	$ 1.600,00	GOVERNMENT	03/21/2016		23 Jan. '26
	REFRIGERATOR DIG 1430 LT 2 Porte	CGI-050	411001C942608	EA	1	1	KITCHEN	$ 3.500,00	GOVERNMENT	03/21/2016		23 Jan. '26
	SCOOP	N/A	N/A	EA	4	4	KITCHEN	$ 5,00	GOVERNMENT	03/21/2016		23 Jan. '26
	STEEL TABLE WITH DOORS cm. 150	CGI 26	N/A	EA	1	1	KITCHEN	$ 440,00	GOVERNMENT	03/21/2016		23 Jan. '26

	Table Food preparation ZANUSSI	CGI-051	732001C131758	EA	1	1	KITCHEN	$ 2.586,00	GOVERNMENT	08/21/2016		23 Jan. '26
	SHELF WITH WHEELS cm. 90x90	CGI 25	N/A	EA	1	1	KITCHEN	$ 176,00	GOVERNMENT	08/21/2016		23 Jan. '26
	TABLE MOUNTED MINCER AND + GRATER MACHINE	CGI-052	52810057	EA	1	1	KITCHEN	$ 693,30	GOVERNMENT	08/21/2016		23 Jan. '26
	VARIOUS LADLE	N/A	N/A	EA	45	45	KITCHEN	$ 1,00	GOVERNMENT	08/21/2016		23 Jan. '26
	VEGETABLE DRYER	CGI-053	731001C925029	EA	1	1	KITCHEN	$ 2.350,00	GOVERNMENT	08/21/2016		23 Jan. '26
	Washer Vegetable	CGI-054	736001C118719	EA	1	1	KITCHEN	$ 2.500,00	GOVERNMENT	08/21/2016		23 Jan. '26
	WORK TABLE M. 1.60	CGI 08	N/A	EA	1	1	KITCHEN	$ 310,00	GOVERNMENT	08/21/2016		23 Jan. '26
	SLICER, FOOD, 350 MM, 9FSZSE2L00, ELECTR	CGI-055	01C957452	EA	1	1	KITCHEN	$ 2.670,00	GOVERNMENT	OCT. '20		23 Jan. '26
	FOOD SLICER 300 MM P/N: 601139	CGI-056	01C957536	EA	1	1	KITCHEN	$ 2.100,00	GOVERNMENT	OCT. '20		23 Jan. '26
	Worktop 400 MM ZANUSSI + OPEN BASE 400MM	CGI n° 002 A/B	N/A	EA	2 + 2 BASE	2 + 2 BASE	KITCHEN	$ 250,00	GOVERNMENT	08/21/2016		23 Jan. '26
	WORK TABLE M. 1.20	CGI 09	N/A	EA	1	1	KITCHEN	$ 250,80	GOVERNMENT	08/21/2016		23 Jan. '26

	GASTRONORM TROLLEY	CGI 24	N/A	EA	1	1	KITCHEN	$ 211,00	GOVERNMENT	03/21/2016		23 Jan. '26
	STEEL CABINET WITH 2 DOORS	CGI 23	N/A	EA	1	1	KITCHEN	$ 1.050,00	GOVERNMENT	03/21/2016		23 Jan. '26
	WORK TABLE M. 1.50 + lower shelf	CGI 14 - A/B/C/D	N/A	EA	4	4	KITCHEN	$ 278,40	GOVERNMENT	03/21/2016		23 Jan. '26
	TABLE M. 2.80 + Lower shelf	CGI 10	N/A	EA	1	1	KITCHEN	$ 410,00	GOVERNMENT	03/21/2016		23 Jan. '26
	TROLLEY WITH 3 SHELVES	CGI 22 A/B/C/D/E	N/A	EA	5	5	KITCHEN	$ 130,00	GOVERNMENT	03/21/2016		23 Jan. '26
	WORKTOP CUPBOARD WITH UPSTAND 2000M	CGI 11	N/A	EA	1	1	KITCHEN	$ 950,00	GOVERNMENT	03/21/2016		23 Jan. '26
	COLD ROOM MSA Cold Master B5201216 MDA Mod 10Spts	CGI-057	M62326	EA	1	1	REFRIGERATOR ROOM	$ 5.000,00	GOVERNMENT	03/21/2016		23 Jan. '26
	REFRIGERATOR 2 DOORS Model: Tecnodom AF12EKOMTN	CGI 01	N/A	EA	1	1	REFRIGERATOR ROOM	$ 1.995,00	GOVERNMENT	03/21/2016		23 Jan. '26
	Freezer Zanussi	CGI-072	S/N 5142089607	EA	1	1	REFRIGERATOR ROOM	$ 5.625,00	GOVERNMENT	07/30/2025	TURN-IN Oct 25	23 Jan. '26
	Bilancia Omega UC3	CGI 003	N/A	EA	1	1	INTERNAL STOCK	$ 495,00	GOVERNMENT	03/21/2016		23 Jan. '26
	TABLE CUP DISPENSER	TABLE CUP 001	N/A	EA	1	1	INTERNAL STOCK	$ 104,98	GOVERNMENT	03/21/2016		23 Jan. '26

	WALL CUP DISPENSER	WALL CUP 001	N/A	EA	1	1	INTERNAL STOCK	$ 103,87	GOVERNMENT	03/21/2016		23 Jan. '26
	SHELVING 4 Tier 1225 mm 4 same type + 2 different style	CGI 07 - A/B/C/D/E/F	N/A	EA	4 + 2	4 + 2	INTERNAL STOCK	$ 540,39	GOVERNMENT	03/21/2016		23 Jan. '26
	BAINMARIE	CGI-059	731001C942601	EA	1	1	SERVING LINE	$ 1.874,87	GOVERNMENT	03/21/2016		23 Jan. '26
	CABINET REFRIG SAGI Yogurt	CGI-060	731001C925793	EA	1	1	SERVING LINE	$ 10.336,97	GOVERNMENT	03/21/2016		23 Jan. '26
	COUNTER HOT FOOD ZANUSSI	CGI-061	13208402 (left side) 13208403 (right side)	EA	2	2	SERVING LINE	$ 7.461,64	GOVERNMENT	03/21/2016		23 Jan. '26
	COUNTER STEEL 40H 36W	CGI-062	732001C131727	EA	1	1	SERVING LINE	$ 1.380,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DESSERT PLATE	N/A	N/A	EA	128	67	SERVING LINE	$ 1,00	GOVERNMENT	05/01/2024		23 Jan. '26
	FLAT PLATE	N/A	N/A	EA	84	56	SERVING LINE	$ 1,20	GOVERNMENT	05/01/2024		23 Jan. '26
	SOUP PLATE	N/A	N/A	EA	131	78	SERVING LINE	$ 1,10	GOVERNMENT	05/01/2024		23 Jan. '26
	FORK	N/A	N/A	EA	120	108	SERVING LINE	$ 2,43	GOVERNMENT	05/01/2024		23 Jan. '26
	KNIFE	N/A	N/A	EA	120	120	SERVING LINE	$ 2,87	GOVERNMENT	05/01/2024		23 Jan. '26

	SPON	N/A	N/A	EA	120	120	SERVING LINE	$ 2,10	GOVERNMENT	05/01/2024		23 Jan. '26
	SALAD PLATE	N/A	N/A	EA	12	12	SERVING LINE	$ 1,50	GOVERNMENT	03/21/2016		23 Jan. '26
	DISPENSER PLATE MOBIL SELF	CGI-063	732001C112507	EA	1	1	SERVING LINE	$ 1.916,32	GOVERNMENT	03/21/2016		23 Jan. '26
	DISPENSER PLATE MOBIL SELF	CGI-064 A/B	732000988405	EA	2	2	SERVING LINE	$ 1.916,32	GOVERNMENT	03/21/2016		23 Jan. '26
	L- SHAPED CASHIER UNIT RIGHT- 5/5 ZANUSSI	CGI-065	43819301	EA	1	1	SERVING LINE	$ 1.927,00	GOVERNMENT	03/21/2016		23 Jan. '26
	REFRIGERATED DISPLAY UNITS	CGI-066	411001C943208 A/B	EA	2	2	SERVING LINE	$ 2.000,00	GOVERNMENT	03/21/2016		23 Jan. '26
	REFRIGERATED WELL ZANUSSI	CGI-067	732001C943209	EA	1	1	SERVING LINE	$ 3.016,28	GOVERNMENT	03/21/2016		23 Jan. '26
	ROLLING TRAY CART	CGI 10 - A/B/C/D/E/F G/H	N/A	EA	8	8	SERVING LINE	$ 501,00	GOVERNMENT	03/21/2016		23 Jan. '26
	Supply of Stainless angle table element	CGI 11	N/A	EA	1	1	SERVING LINE	$ 2.469,88	GOVERNMENT	03/21/2016		23 Jan. '26
	TABLE M. 2.80 + Lower shelf	CGI 12	N/A	EA	1	1	SERVING LINE	$ 410,00	GOVERNMENT	03/21/2016		23 Jan. '26
	TRAY CUTLERY DISPENSER	CGI-068	44911151	EA	1	1	SERVING LINE	$ 680,00	GOVERNMENT	03/21/2016		23 Jan. '26

	WORK TABLE M. 1.20	CGI 13	N/A	EA	1	1	SERVING LINE	$ 250,80	GOVERNMENT	03/21/2016		23 Jan. '26
	WORK TABLE M. 1.50 + lower shelf	CGI 14 - E	N/A	EA	1	1	SERVING LINE	$ 278,40	GOVERNMENT	03/21/2016		23 Jan. '26
	Zenussi/Electrolux refrigerated display unit	CGI-069	731001C925793	EA	1	1	SERVING LINE	$ 10.751,84	GOVERNMENT	06/04/2024		23 Jan. '26
	PAN WASHER	CGI-070	732001C963973	EA	1	1	WASHING	$ 7.620,00	GOVERNMENT	10/26/2021		23 Jan. '26
	ORGANIC WASTE DISPOSER MOD 526 IMC	CGI 15	N/A	EA	1	1	WASHING	$ 1.200,00	GOVERNMENT	03/21/2016		23 Jan. '26
	PREWASH TABLE+BOWL Mod: BHRPTB12R	CGI 16 - A/B	N/A	EA	1	1	WASHING	$ 113,93	GOVERNMENT	03/21/2016		23 Jan. '26
	SINK UNIT 2 BOWL + TABLE 1,5MT	CGI 17 - A/B	N/A	EA	1 + 1	1 + 1	WASHING	$ 950,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DISHWASHER TABLE	CGI 19	N/A	EA	1	1	WASHING	$ 300,00	GOVERNMENT	03/21/2016		23 Jan. '26
	SHELVES	CGI 20 - A/B/C	N/A	EA	3	3	WASHING	$ 250,00	GOVERNMENT	03/21/2016		23 Jan. '26
	TABLE WITH DRAIN HOLE	CGI 21	N/A	EA	1	1	WASHING	$ 230,00	GOVERNMENT	03/21/2016		23 Jan. '26
	WASHER DISHER COMMERCIAL mod:RTCS140ERA + Electric drying-tunnel compact Mod:ADTRTER6 ZANUSSI + loading & unloading table	CGI-071	732001C942631	EA	1 + 1 + 1	1 + 1 + 1	WASHING	$ 15.000,00	GOVERNMENT	03/21/2016		23 Jan. '26

	WORK TABLE 900mm	CGI 18	N/A	EA	1	1	WASHING	$ 225,00	GOVERNMENT	03/21/2016		23 Jan. '26
	DETERGENT CABINET	CAB. 001	N/A	EA	1	1	WASHING	$ 858,76	GOVERNMENT	10/12/2021		23 Jan. '26

ATTACHMENT 6

Language Fluency Clarification

LEVEL 1 Rudimentary Knowledge
At this level an employee is, at most, required to have a rudimentary verbal understanding of a very limited English vocabulary, such as might be required in understanding and following instructions of the type that might be given to a motor pool chauffeur. This level of understanding is typically not required for positions such as laborer and trades occupations where contacts are primarily with other local employees.

LEVEL 2 Limited Knowledge
At this level an employee needs only a limited knowledge of written and spoken English, and a vocabulary limited to the specific occupation. An employee at this level would be expected to understand and carry out verbal instructions of a repetitive character, and to be able to prepare simple reports of the type that might be expected of a motor pool dispatcher.

LEVEL 3 Good Working Knowledge
At this level an employee is required to have a good working knowledge of both written and spoken English. The employee should be able to read and understand agency regulations, operating instructions, memoranda, and related material concerning the field of work, to prepare correspondence and standardized reports, and to communicate effectively with English speaking staff members and the general public, including both English speaking and non-English speaking persons.

LEVEL 4 Fluent
At this level an employee is required to possess a high degree of proficiency in both written and spoken English, including the ability to translate the host country language into precise and correct English, and English into the applicable foreign language. On occasion, an employee at this level might be expected to act as an interpreter in situations where considerable importance attaches to proper word meaning.

LEVEL 5 Professional Translator/ Interpreter or Equivalent
This level is essentially limited to professional translators and interpreters whose proficiency in written and spoken English truly matches that of a well-educated native speaker. This includes the ability to deal effectively with highly technical and sophisticated terminology in which fine nuances of meaning may at times assume major importance in negotiations. At this level an employee should be capable of

simultaneous translation, as in the case of conference reporting. An equivalent level of difficulty and responsibility relates to those employees who are required to be fluent in two or more foreign languages, or two or more distinctly different and complex native dialects.

ATTACHMENT 7

Take Away Order Form IT version

MODULO PRENOTAZIONE PASTI DA ASPORTO

INFORMAZIONI UTILI :

- *Colui che avesse **allergie o intolleranze specifiche** è pregato di segnalarlo in fase di prenotazione al fine di valutare possibili preparazioni alternative.*
- *Trattandosi di pasti espressi, la qualità e la salubrità degli stessi **è garantita da un consumo immediato** , la Compass Group Italia declina ogni responsabilità per il consumo di pasti non avvenuto nell'immediatezza e previa conservazione a temperature non consone .*
- *Si consiglia di riscaldare i pasti che vanno consumati caldi, in forno a microonde essendo questi confezionati in contenitori adatti per questa tipologia di elettrodomestico.*
- *La prenotazione dovra' avvenire solo ed esclusivamente utilizzando il presente modulo compilato in ogni parte, firmato ed inviato **entro le ore 09.00 tramite fax al n° 050 965 8883 - 645 8883** or email raffaele.papaleo@compass-group.it ☎ +39 3351227037 or DSN 645 8881*
- ***Il ritiro del pasto dovrà avvenire tra le ore 11:15 e le 11:30 dietro presentazione tesserino mensa** (non possono essere fatte eccezioni)*

Apponendo la firma si prende atto di quanto riportato sopra nelle " INFORMAZIONI UTILI "

DATA	NOME	FIRMA

NOME DELLA PERSONA DELEGATA A RITIRARE IL PASTO

COMPOSIZIONE DELL'ORDINE

(Specificare se si desiderano parmigiano o condimenti come olio, aceto, sale e pepe)

primo piatto 1 SCELTA

selezionare un'opzione scrivendo il nome della pietanza nello spazio sottostante o facendo una croce sulla scelta desiderata

	☐ 2 Yogurts	☐ 1 Quick 50gr

secondo piatto 1 SCELTA

selezionare un'opzione scrivendo il nome della pietanza o facendo una croce sulla scelta desiderata

	☐ 1 Carne in scatola	☐ 1 Tonno	☐ 3 Yogurts	☐ 1 Quick 100gr ☐ 1 Stracchino ☐ 1 Mozzarella

contorni 2 SCELTE

scrivere il nome delle 2 pietanze

frutta 1 SCELTA

fare una croce sulla scelta desiderata

☐ 1 Frutto	☐ 1 Yogurt	☐ 1 Budino	☐ 1 Succo di Frutta

pane 1 SCELTA

fare una croce sulla scelta desiderata

☐ Pane bianco	☐ Pane integrale	☐ Crackers	☐ Grissini

acqua 1 SCELTA

fare una croce sulla scelta desiderata

☐ Acqua Naturale	☐ Acqua Gassata

ATTACHMENT 8

Take Away Order Form EN version

ORDERING FORM TAKE-AWAY MEALS

USEFUL INFORMATION :

- ***Who has specific allergies or intolerances is kindly requested to report it at the time of ordering*** *to allow evaluation of possible alternative preparations.*
- *Being expressed meals, quality and healthiness* ***are guaranteed with immediate consumption****, the Compass Group Italia disclaims any liability for the consumption of meals that will not take place in the immediacy and not preserved at adequate temperatures.*
- *It is recommended to heat up those meals that shall be consumed warm in a microwave oven as they are served in containers suitable for this type of appliance.*
- *Orders will be placed only using this form duly filled out, signed and submitted* ***by 09.00 AM via fax at No 050 965 8883– 645 8883***

  by email raffaele.papaleo@compass-group.it ☏ +39 3351227037 **or DSN 645 8881**
- *Pick up of the meal shall occur between* ***11:15 and 11.30*** *(no exeptions are allowed)*

Your signature shows acknwoledgment of the above listed "USEFUL INFORMATION"

DATE	***NAME***	***SIGNATURE***

NAME OF THE PERSON DELEGATED TO PICK UP THE MEAL

ORDER COMPOSITION

(Please specify if addition of parmisan or condiments like oil,vinegard, salt and pepper are desired)

first course 1 CHOICE [redacted]

select one option writing the name of the serving in the space below or checking the box of the preferred choice

	☐ *2 Yogurts*	☐ *1 Quick 50gr*

second course 1 CHOICE [redacted]

select one option writing the name of the serving in the space below or checking the box of the preferred choice

	☐ *1 Can of Meat*	☐ *1 Can of Tuna*	☐ *3 Yogurts*	☐ *1 Quick 100gr* ☐ *1 Stracchino* ☐ *1 Mozzarella*

side dishes 2 CHOICES [redacted] *write the names of the two selected servings*

fruit 1 CHOICE [redacted] *check the box of the preferred choice*

☐ *1 Fruit*	☐ *1 Yogurt*	☐ *1 Pudding*	☐ *1 Fruit Juice*

bread 1 CHOICE [redacted] *check the box of the preferred choice*

☐ *White Bread*	☐ *Wholemeal Bread*	☐ *Crackers*	☐ *Breadsticks*

water 1 CHOICE [redacted] *check the box of the preferred choice*

☐ *1 Bottle (½ Lt.) of Natural Water*	☐ *1 Bottle (½ Lt.) of Sparkling Water*

Single prices are applied when not ordering a full meal.

Cost of one full meal is [redacted]

Price Half meal Option 1 [redacted] **1st course, side dish (2 selection), bread, water, yogurt or dessert or fruit**

Price Half meal Option 2 [redacted] **: 2nd course, side dish (2 selection), bread, water, yogurt or dessert or fruit**

Payment with exact change when picking up the meal is kindly requested to speed up the consignment process.

ATTACHMENT 9

Menu' winter 2024-2025

1°

Menù Fall/winter

		Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course		bucatini all' amatriciana	1	Risotto with mushrooms	1 + 7	pennette zucchini and provola	1 + 7 +9	fettuccine with meat sauce	1 + 3 +7+ 9	Spaghetti with anchovies and breadcrumbs	1 + 2+ 4 +7+14
		zucchini soup	7 -9	cauliflower soup	7 -9	vegetable soup	7 -9	Cream with broccoli	7 -9	bean soup	7+9+12
		white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7
Second course		Baked chicken		cod fillet with vegetables	4	turkey stew with flavours		pork knuckle		cuttlefish with chard	2 +4+ 7+ 14
		rolls of cooked ham and cheese	7	meatball and potato meatball with sage	1 + 3 +6+ 7 +10	panzerotti with tomato and mozzarella	1 + 3+ 6 + 7	courgettes and mozzarella cheese croutons	1 + 7 +9	omelette with spinach	1+3+7
		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)	
		Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7
		cold dish (cooked turkey ham and cheese)	7 + 12	cold dish (raw ham and cheese)	7	cold dish (mix of cured meat and cheese)	7	cold dish (bresaola rocket and grana)	7	cold dish (mix of cheese)	7
Sides	cooked	sautéed courgettes		boiled cauliflower		green beans in tomato sauce		steamed chard		mashed potato	7
	cooked	boiled spinach		beans with garlic and oil	12	steamed potato		chickpea with oil and sage		peas with ham	
	cold	seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables	
Fruit dessert		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPINI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

2°

Menù Fall/winter

		Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course		pasta with tomato and ricotta cheese	1+7	spaghetti garlic oil and chili pepper	1	pasta with gorgonzola cheese sauce	1 + 7	spoon polenta with meat sauce	1 + 7+ 9	linguine with tuna sauce	1 + 4
		beans and tomato soup	7+9	pasta and chickpea soup	1+7+9	vegetable soup	7+9	stracciatella in broth	1+3+7+9	vegetables cream	7+9
		white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	
Second course		roasted chicken wings		fried anchovies	1+4	roast pork loin		roast turkey with mushrooms		flounder fillet in tomato sauce	1+4
		slices of pork with green pepper	1	stuffed cabbage parcels	1+3+7+9	valdostana with ham, tomato and cheese	1 + 3 + 6+7+10	filled zucchini	1+ 3 + 7	beans with sausage	12
		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)	
		Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7
		cold dish (cooked turkey ham and cheese)	7 + 12	cold dish (raw ham and cheese)	7	cold dish (mix of cured meat and cheese)	7	cold dish speck with rocket	7	cold dish (mix of cheese)	7
Sides	cooked	potato croquettes	1	steamed peas		fennels au gratin	1 + 7	lentils with tomato sauce	7+9	french fries	1
	cooked	sauteed chard		steamed brussels sprouts		boiled carrots		steamed spinach		gratin courgettes	1+7
	cold	seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables	
Fruit dessert		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPINI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

3°

Menù Fall/winter

		Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course		mezzepenne al pesto	1+3+7+8	Lasagna with meat sauce	1+3+7+9	pasta with mushrooms	1	pasta with spicy tomato sauce	1	risottoi with mixed fish sauce	1+2+4+7+14
		vegetable soup	7+9	pasta and beans	1+7+9	vegetable and legume soup	1 +7+ 9+ 12	cabbage cream with toasted bread croutons	1+7+9	cream of pumpkin	7+9
		white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7
Second course		roasted turkey		cod fillet with tomato sauce	4	Baked chicken cutlet	1+3+6+7+9+10	mixed croutons	7/1/2009	pork strips with balsamic vinegar	12
		panzerotti with tomato and mozzarella	1 + 3 + 6+ 7	roast-beef		omelette with potatoes	1 + 3 + 7	roast chicken		fried fish sticks	1+3+4+6+7
		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)	
		Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7
		cold dish (cooked turkey ham and cheese)	7 + 12	cold dish (raw ham and cheese)	7	cold dish (mix of cured meat and cheese)	7	cold dish (bresaola rocket and grana)	7	cold dish (mix of cheese)	7
Sides	cooked	peas with ham		beans with tomato and sage sauce	12	gratin fennels	1+7	steamed spinach		baked potato	1
	cooked	steamed potato and carrots		russian salad	3 + 7 + 10	cabbage in olive oil		chickpeas with rosemary	7+9	steamed cauliflower	
	cold	seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables	
Fruit dessert		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPINI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

4°

Menù Fall/winter

		Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course		carbonara sedanini	1+3+7	pasta with bacon and tomato sauce (amatriciana)	1	Gnocchi with ragu'	1 +3 + 6+ 7 + 9 +10	penne pasta with broccoli and breadcrumbs	1	Spaghetti with tuna and olives	1 + 4
		bean soup	7+9+12	vegetable soup	7+9	leeks and potato velvety	7-Sep	tortellini in broth	1+3+6+7+ 9	cream peas and bread croutons	1+7+9
		white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7	white first course	1 + 7
Second course		pork espalopes with lemon and parsley	1 + 12	beef stew with peas and carrots	9	omelette with ham and cheese	3+7	Savory puff pastry pie with tomato and mozzarella	1+3+6+7+ 10	fried cod, squid and vegetables	1+2+3++6 +7+14
		Florentine's style tripe	7-Sep	blue shark with tomato and capers	1+2+4+7+ 14	roast pork loin		boiled beef meat with green sauce	1+3 + 4+12	roasted pork shank	
		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)		grilled meat (red/white)	
		Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7	Insalatona + (tuna or egg or mozzarella or ham)	3 + 4+ 7
		cold dish (cooked turkey ham and cheese)	7 + 12	cold dish (raw ham and cheese)	7	cold dish (mix of cured meat and cheese)	7	cold dish (bresaola rocket and grana)	7	cold dish (mix of cheese)	7
Sides	cooked	zucchini and carrots with oil		steamed chard		carrots with parsley and olive oil		mashed potatoes	7	steamed green beans	
	cooked	boiled turnip		french fries	1	steamed broccoli		steamed fennels		chickpeas with oil and rosemary	7+9
	cold	seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables		seasonal raw vegetables	
Fruit dessert		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding		alternatively yogurt or pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPINI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

ATTACHMENT 9

Menu' Summer 2025

1°

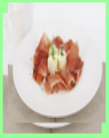
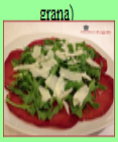
Menù SpringSummer

	Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course	spaghetti with olive oil, garlic and chili pepper	1	basil pesto's Lasagna	1+3+7+8	crudaiola pasta (fresh tomatoes and basil)	1	pasta with zuchini and bacon	1+7+9	squid ink risotto	1+2+4+14
First course	vegetable soup	7+9	carrot cream	7+9	rice salad with tuna and vegetables	1+6+9+12	peas soup whit bread croutons	1+7+9	barley and mix of vegetables	1+6+9+12
First course	white first course	1	white first course	1	white first course	1	white first course	1	white first course	1
Second course	sliced turkey with herbs		cod in tomato sauce	4	chicken with curry sauce	1+3+6+7+10	beef stew with potatoes and carrots	7+9	breaded fillet of fish	1+6+9
Second course	piadina with ham and cheese	3+7	meatballs with sage	1+3+6+10	omelette with ham and cheese	1	savory caprese cake	1+6+7+10	pork escalopes in lemon sauce	1+7+9
Second course	grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)	
Second course	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7
Second course	cold dish (turkey ham and cheese)	7	cold dish (raw ham and cheese)	7	cold dish (mix of cuts and cheese)	7	cold dish (speck and cheese)	7+12	cold dish (Caprese)	7
Sides hot	sautéed zuchini		green beans, oil and lemon		sauerkraut	7+9	steamed fennel		roast potatoes	1
Sides cold	carrot slices		potatoes with parsley		tomato salad		red turnips	12	beans with red onions	
Sides cold	seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable	
Fruit dessert	seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
Fruit dessert	alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPINI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

2°

Menù Spring/Summer

	Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course	pasta with eggplant and tomato sauce	1+7+9	pasta with tuna and olive	1+4	meat tortelli with tomato sauce	1	fettuccine with ragù bolognese	1+9	pasta with salmon sauce	1+4+7
First course	white beans soup	1+4+6+9 +12	cold pasta with fresh tomtoes, basil and mozzarella cheese	7+9	vegetables soup with bread croutons	1+7+9+12	barley with vegetables	1+7	chickpeas cream with sage	7+9
First course	white first course	1	white first course	1	white first course	1	white first course	1	white first course	1
Second course	roast pork		octopus with potatoes	2+4+14	baked chicken wings		roast beef		cod fillet alla livornese (spicy tomato sauce)	4
Second course	potatoes hamburger with cheese	1+3+6+7 +9+10	baked pork shank		ham and cheese rolls	7	omelette with vegetables	1+3+7	stuffed courgettes with meat	12
Second course	grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)	
Second course	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7
Second course	cold dish (turkey ham and cheese)	7	cold dish (raw ham and cheese) 	7	cold dish (mix of cuts and cheese)	7	cold dish (bresaola rocket and grana) 	7	cold dish (Caprese)	7
Sides hot	steamed brussels sprouts		french fries	1	steamed carrots		baked potatoes	1	steamed chard	
Sides cold	white beans		tomato and cucumber salad		green beans and tomatoes salad	3+7	fennel filangè		stuffed chickpeas	
Sides cold	seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable	
Fruit dessert	seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
Fruit dessert	alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPNI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

3°

Menù Spring/Summer

	Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course	spaghetti with garlic, olive, capers and oregano	1	pasta with courgettes and smoked scamorza cheese	1+3+7+8	potatoes gnocchi with tomato and mozzarella cheese	1+6+7+10	carbonara's spaghetti (bacon and eggs sauce)	1+7	risotto with courgette and shrimp	1+2+4+14
	courgettes soup with mint	1+6+7+10 +13	cous cous with vegetables	1	white beans soup	7+9	pizza with tuna and onions	1+7+9	vegetables soupf	7+9
	white first course	1	white first course	1	white first course	1	white first course	1	white first course	1
Second course	meatballs in tomato sauce	1+3+6+10	breaded salmon fried sticks	1+4	turkey stew		grilled pork steak		fillet of sparrow in tomato sauce	2+4+14
	fried crepes with tomato and mozzarella cheese	4	roast pork in tuna sauce	4	crusty bread with eggplant tomato sauce and cheese	1+7	piadina with ham and cheese	1+3+7	grilled frankfurters	
	grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)	
	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7
	cold dish (turkey ham and cheese)	7	cold dish (raw ham and cheese)	7	cold dish (mix of cuts and cheese)	7	cold dish (speck and cheese)	7+12	cold dish (mix of cheese and pear or tomato and mozzarella)	7
Sides hot	steamed spinach		peas with tomato sauce	7+9	steamed broccoli b	12	chickpeas with rosemary	7+9	french fries	
Sides cold	potato and tomato salad		grilled eggplants		red turnips		tomatoes, carrots and corn salad		steamed vegetagles	
Sides cold	seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable	
Fruit dessert	seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
	alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding	

1	GLUTEN	4	FISH	7	MILK	10	MUSTARD	13	LUPNI
2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES		

4°

Menù Spring/Summer

		Monday	allergens	Tuesday	allergens	Wednesday	allergens	Thursday	allergens	Friday	allergens
First course		pasta with eggplant and tomato sauce	1	spaghetti with tuna and olive sauce	1-4	amatriciana's pasta (onions, bacon and tomato sauce)	1+9	pasta with tomato, garlic, chili pepper and parsley	1	fishfood risotto	1+14
		vegetables soup	7+9	barley with vegetables	1+6+9+12	courgettes soup	1+6+9	pizza margherita	1+6+7+10+13	broccoli soup	7+9
		white first course	1	white first course	1	white first course	1	white first course	1	white first course	1
Second course		pork escalopes with lemon and parsley	1	fried squid, shrimp and vegetables	1+4	Pork nuggets in balsamic vinegar	12	turkey with flavours		mackerel fillet in lemon and parsley juice	1+4+12
		potato croquettes	1+6+7+10	roast turkey		Eggplant Parmesan	1+7	spinach omelette	1+3+7	roast chicken	1+3+7
		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)		grilled meat (red or white)	
		salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7	salad + (tuna, or egg, or mozzarella, or cooked ham)	3+4+7
		cold dish (turkey ham and cheese)	7	cold dish (raw ham and cheese)	7	cold dish (mix of cuts and cheese)	7	cold dish (bresaola rocket and grana)	7	cold dish (mix of cheese and pear or tomato and mozzarella)	7
Sides	hot	steamed spinach		au gratin courgettes	1	steamed chard		potato croquettes		green beans in tomato sauce	
	cold	potatoes and tomatoes salad		fennel salad		grilled eggplant		bean and red onion salad		tomatoes and cucumber salad	
	cold	seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable		seasonal raw vegetable	
Fruit dessert		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit		seasonal fresh fruit	
		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding		alternatively 1 yogurt or 1 pudding	

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2	CRUSTACEANS	5	PEANUTS	8	NUTS	11	SESAME SEEDS	14	CLAMS		
3	EGGS	6	SOY	9	CELERY	12	SULFUR DIOXIDE AND SULPHITES				

..... The alternatives

TO FIRST COURSE	n° 2 yogurt light or standard - or
	n° 2 puddings - or
	n° 2 fruit jus - or
	n° 2 portions of fresh fruit - or
	50 gr. Cheese spread or mozzarella light or standard

TO SECOND COURSE	n° 3 yogurt light or standard - or
	n° 3 puddings - or
	n° 3 fruit jus - or
	n° 3 portions of fresh fruit - or
	n° 1 gr. 80 canned tuna - or
	n° 1 gr. 80 canned meat - or
	100 gr. Cheese spread or mozzarella light or standard

TO BREAD	n° 3 crackers - or
	n° 3 fingersticks