Statement of Work
Hot Meal Catering
Bushmaster October 2026

1. General

1.1 Purpose
The purpose of this Statement of Work (SOW) is to define requirements for hot meal catering services in support of Operation Bushmaster at Fort Indiantown Gap (FTIG), Pennsylvania. The contractor shall provide all personnel, supervision, equipment, materials, and services necessary to prepare, serve, and clean up meals in accordance with this SOW.

1.2 Period of Performance
15 October 2026 – 19 October 2026 (five days)

1.3 Place of Performance
Fort Indiantown Gap (FTIG), Annville, PA
Dining facility location will be provided upon award.

1.4 Supported Population
Up to 330 personnel per meal

2. Scope of Work

The contractor shall:
- Prepare, cook, and serve all meals
- Provide all food, beverages, and consumables
- Provide all serving equipment and supplies
- Fully clean and sanitize the dining facility after each meal
- Provide sufficient staffing to execute operations independently

Government personnel will not augment contractor operations.

3. Performance Requirements
3.1 Meal Service Requirements
3.1.1 Dinner (15–19 October)
- Service Window: 1700–1900
- Caloric Requirement: 1,200–1,500 calories
- Must include:
    - Protein entrée
    - Starch
    - Vegetable
    - Salad bar
    - Bread
    - Dessert
    - Vegetarian Option
    - Beverages (water, coffee, tea, assorted drinks)

3.1.2 Breakfast (16–19 October)

- Service Window: 0530–0700
- Caloric Requirement: Minimum 1,200 calories
- Must include:
    - Eggs
    - Breakfast meat
    - Potatoes or equivalent
    - Vegetarian option
    - Beverages

3.2 Food Quantity Requirement (CRITICAL)

The contractor shall prepare and serve a minimum of 110% of the projected headcount per meal.

- All assigned personnel must be served within the meal window
- Running out of food before all personnel are served = failure to perform

3.3 Staffing Requirements (CRITICAL)

The contractor shall provide adequate staffing to independently execute all requirements.
Minimum staffing per meal (for ~330 personnel):

- 1 On-site Supervisor
- 1-2 Food preparation personnel

3.4 Base Access & Credentialing (CRITICAL)

- All contractor personnel must be approved for base access NLT 14 days prior to performance
- Contractor shall submit:
    - Full roster
    - Required background documentation
    - Driver's license verification
- Contractor must ensure:
    - At least one fully licensed and authorized driver per shift
    - All personnel can operate independently on base

Personnel denied access must be replaced immediately at no cost to the Government.

3.5 Contractor Independence Requirement (CRITICAL)

The contractor shall perform all work without Government assistance.
Government personnel (including staff and students) shall not:

- Serve food
- Clean facilities
- Manage contractor operations

Any reliance on Government personnel constitutes failure to perform.

3.6 Cleaning & Sanitation Requirements (CRITICAL)

After each meal, the contractor shall:

- Remove all trash and replace liners
- Clean and sanitize all food prep surfaces

- Clean and sanitize all eating surfaces (tables, countertops)
- Clean and sanitize all meal staging areas (e.g. buffets, drink stations)
- Clean serving lines and equipment
- Sweep and mop all floors
- Restore facility to pre-meal condition

Government inspection will occur after each meal.
Failure to meet sanitation standards = deficiency.

3.7 Timeliness

- Contractor must be fully set up NLT 30 minutes prior to service
- Meals must be served within designated windows
- Lines must be continuously staffed to avoid delays

3.8 On-Site Supervision

Contractor shall provide an on-site supervisor at all meals who:

- Has decision-making authority
- Is responsible for performance
- Serves as primary Government point of contact
- Full contact information must be provided 24 hours prior to service start date

3.9 Menu Planning

- Menu must be submitted NLT 7 days prior to execution
- Must include all meal components
- Subject to Government approval

3.10 Contingency Planning

Contractor shall provide a contingency plan for:

- Staffing shortages
- Equipment failure
- Food supply disruption

4. Quality Assurance

- Government will conduct daily inspections
- Deficiencies will be documented
- Contractor must correct deficiencies within one meal cycle (≤12 hours)

5. Remedies for Non-Performance

The Government may:

- Issue written deficiencies
- Require immediate corrective action
- Withhold payment
- Remove contractor personnel
- Terminate contract for cause