DESCRIPTION OF SERVICE

FOR

FULL FOOD SERVICE FOR 28 28 211TH SMC

CAMP DODGE, IA

1. Description of Service: The contractor shall provide all personnel, equipment, tools, materials, supervision, and quality control necessary, except as specified in Paragraph 3.0 as Government Furnished, to perform catered meal services for 28 28211TH SMC CAMP DODGE, IA.

1.1 The contractor shall provide all labor, supervision, quality control, and transportation, to include any other supplies and services necessary to provide two (2) meals per day in support of Exercise Northern Strike 26-2. See Technical Exhibit 3 (TE 3) for estimated and historical data on the number of units required daily and maximum number of meals required for duration of the exercise.

1.1.1 Period of Performance: The Period of Performance shall be 13-26SEP26.

1.1.2 Place of Performance: The contractor shall provide services between the hours of 0600 – 0800 for breakfast and 1700 – 1900 for dinner, except on recognized US holidays or when the Government facility/installation is closed due to local or national emergencies, administrative closings, or similar Government-directed facility/installation closings. Performance shall be at Camp Dodge, IA BLDG 1324 Maintenance Drive Johnston, IA 50131. The contractor shall always maintain an adequate workforce for the uninterrupted performance of all tasks defined within this DOS when the Government facility/installation is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that stability and continuity of the work force are essential. Teleworking is not authorized.

2. General

2.1 Base Access/Security. The award of this contract does not create a right to access any military installation. The contractor shall appoint a single individual to coordinate base access with the Government Point of Contact (POC) for all contractor employees, subcontractor employees, and delivery drivers. Prior to access to this installation the contractor shall coordinate with the COR, 2LT Samuel Misak, MAJ Maria Bell or MAJ Nicholas Fiebke, no later than ten (10) business days prior to commencement of work.

2.1.1 Contractor employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by Government representative).

2.1.2 Unscheduled gate closures by the Security Police may occur at any time causing all personnel entering or exiting a closed installation to experience a delay. This cannot be predicted or prevented. Contractors are not compensated for unexpected closures or delays.

2.1.3 The contractor and its employees shall comply with all base security and traffic regulations. Vehicles operated by contractor personnel are subject to search pursuant to applicable regulations. Any moving violation of any applicable motor vehicle regulation may result in the termination of the contractor employee's installation driving privileges. All contractor employees shall carry proper identification with them at all times while on CGJMTC.

2.1.4 Contractor employees must be able to pass all security requirements IAW the Provost Marshall's Policy to gain access to the installation to include providing all information required for background checks to meet installation access requirements which will be conducted by the installation Provost Marshal Office, Director of Emergency Services, or Security Office.

2.1.5 All Contractors requiring access to Army installations shall complete AT Level I awareness training within ten (10) calendar days after employee start date. Certificates of completion shall be submitted to the COR. AT level I awareness training is available at Level I Antiterrorism Awareness Training (jten.mil) .

2.1.6 All Contractor shall attend iWatch training. 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 ten (10) calendar days of start of work. The iWatch training is available at: iWatch, If You See Something, Say Something - YouTube

2.1.7 Per AR 530-1 the Contractor shall complete Level I OPSEC Awareness training available at https://securityawareness.usalearning.gov/. Contractor employees must be trained within ten (10) calendar days of their reporting for duty.

2.2 Physical Security. The contractor shall ensure all government equipment and materials in their possession are secured.

2.3 Safety/Environmental: The contractor shall comply with all federal and state Occupational Safety and Health Administration (OSHA) requirements and standards, technical orders, regulations, and referenced publications as published in the OSHA 29 CFR.

3. Government Property, Material, Equipment and Services: NO use of the kitchen facilities except to serve breakfast and dinner

4. Contractor Furnished Property, Materials, and Equipment (CFP/M/E):

4.1 General: Except for those items specifically stated to be Government-Furnished in Paragraph 3.0, the contractor shall furnish everything required to perform these services as indicated in Paragraph 1.1 and Paragraph 5.0.

- All pots and pans.
- PPE supplies, to include rubber gloves, aprons, head covers and facial hair restraints. The contractor shall ensure all PPE is worn correctly and as required.
- Salad bowls, napkins, single-use cups, plates, flatware (fork, knife, and spoon), paper plates, utensils, and all condiments in individual serving packets for the remote feeding sites.
- All food, spices, oils.
- All necessary utensils, preparation bowls, cutting boards, plastic wrap, and relevant preparation and serving equipment.
- Insulated food containers for remote sites.
- Soap, food safe cleaning solutions, sponges, wipes, paper towels, trash bags, plastic serving/food handler gloves.

4.1.2 The Government shall not reimburse the contractor for the procurement of any property, material, or equipment.

4.1.3 Qualifications: All contracted and sub-contracted employees handling food meet all Food Sanitation/Handler requirements consistent with the State of Michigan guidelines, statutes, or laws.

5.0 Requirements: The contractor shall deliver hot-buffet style, catered meals in accordance with the above roll-up with number of meals, delivery dates, locations, and specific time.

5.1 Provide all labor, supervision, quality control, preparation, cooking, serving, sanitation, and site clean-up related to all requested food service in support of providing two (2) prepared hot meals daily (Breakfast/Dinner).

5.1.1 Special food service requirement: Provide one gluten free meal for each meal.

5.1.2 Hours of Operation: Hours of Operation refer to the time in which food will be served to the feeding population and does not account for preparation or clean-up time. The hours of operation are 0600 - 0800 for the breakfast meal and 1700 - 1900 for the dinner meal every day during the period of performance at place of performance. The Government may shift the hours of operation by no more than one (1) hour within the period of performance. This change can take place before or during PoP. The Government will provide the Contractor with no less than forty-eight (48) hours' notice before changing the hours of operation.

5.1.3 Set-up may begin on 13 Sep 2026.

5.1.4 Tear-down may begin COB 26 Sep 2026, to be completed by COB 26 Sep 2026.

5.1.5 The Contractor shall provide salad bowls, plates, napkins, plastic-eating utensils consisting of fork, knife, and spoon, and two (2) drinking cups for each breakfast and dinner in accordance with the headcount and location provided. The Contractor shall furnish single-use cups, plates, flatware (fork, knife, and spoon), paper plates, utensils, and all condiments in individual serving packets for the remote feeding sites. The Contractor shall provide food, equipment for preparing the meals and any necessary utensils, preparation bowls, cutting boards, and relevant preparation and serving equipment.

5.1.6 The Contractor shall be responsible for immediate resolution of all mechanical repairs or equipment malfunctions of contractor provided equipment associated with this task, such as mobile kitchens, kitchenware itself, or vehicles.

5.1.7 The Contractor shall provide insulated food container capability for units at remote feeding sites.

5.1.7.1 Rotational Training Units (RTUs) are responsible for transportation of all food from DFAC to remote feeding sites.

5.1.7.2 RTUs will return all insulated food containers and utensils to DFAC NLT 5 hours after pickup. RTUs are responsible for all trash at remote feeding sites.

5.1.8 The Contractor shall clean and sanitize every insulated food container before use. The contractor shall preheat the insulated food containers by placing two (2) quarts of boiling water in the container and let sit for thirty (30) minutes, then pour the water out before placing food in the container. Serving utensils shall be cleaned, sanitized, and wrapped in plastic wrap for transport.

5.1.9 Key Personnel Qualifications: Ensure that all contracted and sub-contracted employees handling food meet all Food Sanitation/Handler requirements consistent with the State of Michigan guidelines, statutes, or laws.

5.1.10 Meal plans, unit Dining Facility (DFAC) assignments and head counts are provided in Technical Exhibit A "NS26-2 Technical Exhibit Meal Plan".

5.1.11 MENU GUIDELINES (without any dietary restrictions): The contractor shall provide meals IAW AR 30-22, Chapter 3-24 (Army Food Program), and AR 40-25, Chapter 2-1 (Nutrition and Menu Standards for Human Performance Optimization).

5.1.11.1 Each breakfast meal shall be served with an assortment of fruits, coffee (with creamer and sugar options), bottled juices, water in insulated drink containers, condiments, and salt and pepper single packets.

5.1.11.2 Each dinner meal shall be served with an assortment of fresh fruits and vegetables, full salad bar, coffee (with creamer and sugar options), bottled juices, bottled water, dessert options, condiments, and salt and pepper single packets.

5.1.12 The contractor shall provide the COR with an excel spreadsheet that includes total meals prepared per meal, per day, per location, on a daily basis, NLT 24 hours after the final meal of the day is served.

5.1.13 The contractor shall maintain and provide the COR with a final excel spreadsheet that includes total meals prepared and total meals provided per meal, per day, per location no later than 3 days after the last meal is provided during the period of performance.

5.1.14 All Contractor personnel entering and/or working in food preparation or service area 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.

5.1.15 All Contractor employees shall wash their hands upon reporting for work, immediately after visiting the lavatory, after using tobacco products, and after handling raw meat, poultry, garbage, or soiled items. All Contractor personnel shall maintain and keep fingernails clean, cut short and devoid of nail polish (food handlers and attendants). All food handlers and attendants shall wear food safe serving gloves while serving or handling food products.

5.1.16 The use of alcoholic beverages or illegal drugs by Contractor personnel, while on duty, is strictly prohibited. The Contractor shall immediately remove and replace employees who are under the influence of alcohol and/or drugs.

5.1.17 The Contractor shall dispose of all trash and transport trash to the designated trash point on Camp Grayling. The Contractor shall supply trash bags and be responsible for ensuring replacing trash bags during feeding times.

5.1.18 The Contractor is responsible for cleaning and sanitizing all DFAC equipment used by the contractor including cleaning pots/pans/utensils/containers, used by the contractor. Cleaning supplies (included but not limited to paper towels, toilet paper, food safe cleaning solutions, sponges, wipes) shall be provided by the contractor.

TECHNICAL EXHIBIT 1

Performance Requirements Summary

| Performance Objective | Performance Standard | Acceptable Quality Levels (AQL) | Surveillance Method / By Whom |
|---|---|---|---|
| 5.1.2 Hours of Operation | Contractor shall complete feeding within the required timeframe, maintaining a steady through-put and successfully serving all assigned RTUs. | Contractor maintains a steady flow of traffic through their feeding location 80% of the time. | COR Inspection and Customer feedback/complaint |
| 5.1.11.1 Breakfast Meal | Contractor shall provide at a minimum the categories of food outlined in this paragraph. | Contractor provides required variety and quantities of meals items.<br>AQL: Substitutions and variety do not meet menu requirements 10% (4 times). | COR Inspection and Customer feedback/complaint |
| 5.1.11.2 Dinner Meal | Contractor shall provide at a minimum the categories of food outlined in this paragraph. | Contractor provides required variety and quantities of meals items.<br>AQL: Substitutions and variety do not meet menu requirements 10% (4 times). | COR Inspection and Customer feedback/complaint |

TECHNICAL EXHIBIT 2

Deliverables Schedule

| DOS Reference / Deliverable Title | Frequency | Number of Copies | Medium/Format | Submit To |
|---|---|---|---|---|
| 2.1.5<br><br>AT Level I | The Contractor shall complete training within 10 calendar days after employee start date. | 1 | Electronic or Hard Copy | COR |
| 2.1.6<br><br>iWatch Training | The contractor shall complete training within 10 days of start of work. | 1 | Electronic or Hard Copy | COR |
| 2.1.7<br><br>Level 1 OPSEC | The contractor shall complete training within 10 calendar days of reporting to duty. | 1 | Electronic or Hard Copy | COR |
| 5.1<br><br>Quality Control Plan | The contractor shall develop and maintain an effective QCP NLT ten (10) days after contract award. | 1 | Electronic Submission | COR |
| 5.1.12<br><br>Daily Meal-Count Spreadsheet | The contractor provides an excel spreadsheet that includes total meals prepared per meal, per day, per location.<br><br>Provided NLT 24 hours after the final meal of the day is served. | 1 | Electronic Submission | COR |
| 5.1.13<br><br>Total Meal-Count Spreadsheet | Contractor provides a final excel spreadsheet detailing the total meals prepared and total meals provided per meal, per day, per location NLT 3 days after the end of the PoP. | 1 | Electronic Submission | COR |

TECHNICAL EXHIBIT 3

Historical/Estimated Workload Data

This information is provided for historical background only, it is not a guarantee of workload quantities.

| ITEM | NAME | ESTIMATED QUANTITY |
|---|---|---|
| 1 | Breakfast Meals | 884 |
| 2 | Dinner Meals | 884 |