

## PERFORMANCE WORK STATEMENT (PWS)

### 158 FW Vermont Air National Guard Catered Meals

#### 1. General:

1.1. Scope: 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 provide catered lunch meals, as defined in this PWS.

1.2. Background: The Vermont Air National Guard uses commercial catered meal services to support members attending Regularly Scheduled Drills (RSD) training periods at the Vermont Air National Guard Base, located at 105 NCO Drive, South Burlington, VT. The Services Flight does not possess the organic capabilities to provide these services. The Government will rely on the contractor provided meals for drill periods.

1.3. Period of Performance (PoP): The Period of Performance shall be one, two mid-day lunch period for 6 & 7 May 2023.

#### 1.4. General Information:

1.4.1. Place and Performance of Services: The contractor shall provide services between the hours of 1030 – 1330 for meal service from 1100-1300, 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 Building 310, Vermont Air National Guard Base, in South Burlington, VT. The contractor shall at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility/installation is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the work force are essential. Teleworking is not authorized.

1.4.1.1 Telework: The Government does not permit the contractor to telework in support of this requirement.

1.4.1.2 Unscheduled gate closures by Security Forces may occur at any time causing all personnel entering or exiting the installation to experience a delay. This cannot be predicted or prevented. Contractors are not compensated for unexpected closures or delays. Vehicles and one's person are subject to search when entering or exiting the installation. Failure to comply with a search request by Security Forces personal may result in base access denial, debarment and/or detainment. Any moving violation of any applicable motor vehicle regulation may result in the termination of the contractor employee's installation driving privileges.

1.4.1.3 The contractor's employees shall become familiar with and obey the regulations of the installation, including fire, traffic, safety, and security regulations while on the installation. Contractor employees should only enter restricted areas when required to do so and only upon prior approval and with a cleared military escort. All contractor employees shall carry proper identification with them at all times and shall be subject to such checks as may be deemed necessary. The contractor shall ensure compliance with all regulations and orders of the installation, which may affect performance. The Government reserves the right to direct the removal of an employee from Government property or revoke access to Government systems for misconduct, security reasons, or any overt evidence of communicable disease. Removal of contractor employees for reasons stated above does not relieve the Contractor from responsibility for total performance of this contract.

1.4.2 Recognized Holidays: The following are recognized United States (US) holidays. The contractor shall not perform services on these days:

1.4.2.1 New Year's Day: January 1st

1.4.2.2 Martin Luther King, Jr.'s Birthday

1.4.2.3 President's Day

- 1.4.2.4 Memorial Day
- 1.4.2.5 Juneteenth National Independence Day: June 19th
- 1.4.2.6 Independence Day: July 4th
- 1.4.2.7 Labor Day
- 1.4.2.8 Columbus Day
- 1.4.2.9 Veteran's Day: November 11th
- 1.4.2.10 Thanksgiving Day
- 1.4.2.11 Christmas Day: December 25th

1.4.3. Quality Control (QC): The contractor shall develop and maintain an effective QC Plan (QCP) to ensure services are performed in accordance with 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 itself that its work complies with the requirements of the contract. As a minimum, the contractor shall develop QC procedures that address the areas identified in Technical Exhibit 1, Performance Requirements Summary (PRS). A final QCP shall be submitted to the Contracting Officer Representative (COR) NLT 10 days after contract award. After acceptance of the QCP, the contractor shall obtain the Contracting Officer's (KO's) acceptance in writing of any proposed changes to its QCP.

1.4.4. Quality Assurance (QA): 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 will 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 acceptable quality level(s) or defect rate(s).

1.4.5 Access and General Protection/Security Policy and Procedures. The contractor shall comply with all applicable installation/facility access and local security policies and procedures, which may be obtained from the Contracting Officer's Representative (COR). The contractor shall also provide all personally identifiable information (PII) required to complete individual employee background checks to meet installation access requirements accomplished by the local installation's Security Forces Squadron, Director of Emergency Services or local Security Office. The contractor shall ensure compliance with all personal identity verification requirements as directed by DoD, Headquarters Air Force (HAF) and/or local policy. Should the Force Protection Condition (FPCON) and/or Health Protection Conditions (HPCON) change, the Government may require additional requirements in contractor security matters or processes.

1. The contractor shall obtain Defense Biometric Identification System (DBIDS) credentials, for all contractor personnel who make frequent visits and/or require unescorted base access to or perform work on the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display DBIDS badges or furnished temporary "escorted" contractor identification badges while visiting or performing work on the installation.

2. The contractor shall submit a written request on company letterhead to the contracting officer listing the following: contract number, location of work site, start and stop dates, and names of employees and subcontractor employees needing access to the base. The letter will also specify the individual(s) authorized to sign for a request for base identification credentials or vehicle passes. Furthermore, each individual employee designated on the provided letterhead, will provide a completed local "Record Release" form and signed Base Access Briefing form. The contracting officer will endorse the "Record Release" form and forward it to Security Forces for processing. When reporting to the registration office, the authorized contractor individual(s) must provide a valid driver's license, current vehicle registration, valid vehicle insurance certificate.

3. During performance of the contract, the contractor shall be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site. In the case an employee is removed from employment with the contracted company or the employer is made aware of a change in the employee's criminal record, the base contracting office and Security

Forces Squadron must be notified immediately and provided requested information and return of any base issued credentials.

4. When work under this contract requires entry to controlled or restricted areas, the contractor shall comply with AFI 31-101, Integrated Defense, and DODMAN5200.02\_AFMAN 16-1405, Air Force Personnel Security Program. Contracted employees are not authorized access to controlled or restricted areas without approval and a properly cleared military escort. Unauthorized entry into one of these areas may result in apprehension by Security Forces personnel and termination of base access privileges.

5. Upon completion or termination of the contract or expiration of the identification passes, the prime contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office. Employees with expiring credentials may request a new base access credential if required, by seeking approval through the base contracting office who will then concur/non-concur with the request before submitting to the Security Forces Squadron for re-issuing. Individual employees must be physically present for re-issuing of credentials. Employee's whose credentials have already expired will be required to complete the "Records Release" form.

6. No weapons or ammunition are permitted on this installation. This includes explosives, firearms, bows, crossbows, arrows, crossbow arrows/bolts, or blades greater than three inches in length.

7. Contraband, controlled substances, marijuana, drug paraphernalia, prescriptions not specifically prescribed to individual, and open alcohol containers are not authorized onto the installation. Contractors found in possession of these items may receive a warning and or barred from installation access. Any personnel found in possession of illegal contraband or substances may be detained by Security Forces members, and referred to local law enforcement.

8. Failure to comply with these requirements may result in withholding of final payment.

1.4.5.1 For Contractors Requiring Common Access Card: Reserved.

1.4.5.1.1 Homeland Security Presidential Directive (HSPD)-12 Background Investigation Requirements: Reserved

1.4.5.1.2 Contractors and their personnel shall use the following procedures to obtain CACs: Reserved

1.4.5.1.3 Obtaining a Common Access Card: Reserved.

1.4.5.1.4 Common Access Card Guidelines: Reserved.

1.4.5.1.5 Common Access Card Turn in Policy: Reserved.

1.4.5.1.5.1 Failure to comply with these requirements may result in withholding of final payment

1.4.5.1.6 For an Air Contractor that need access to the Army network this can be done by going to: Reserved.

1.4.5.2 For Contractors that do not require CAC but require access to a DoD Facility and/or Installation. Contractor and all associated sub-contractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Air Force Instruction (AFI) 10-245, AFI 31-101 and Air Force Manual (AFMAN) 31-113), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by Government representative)

1.4.5.3 Antiterrorism Awareness Level I Training (AT Level I). All contractor employees, to include subcontractor employees, requiring access to US Government installations, facilities and controlled access areas shall complete AT Level I training within 15 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. AT Level I may be accomplished by a Level I qualified instructor, completing the Force Protection computer-based training (CBT) course on myLearning or Joint Knowledge Online at <http://jko.jten.mil>. Tracking for each contractor or subcontractor employee is the responsibility of the COR or unit AT Representative. The contractor shall submit certificates of completion for each affected contractor and subcontractor

employee to the COR within 15 calendar days after completion of training by each employee or subcontractor personnel.

#### 1.4.5.4 Reserved

1.4.5.5 Communications Security/Information Technology (COMSEC/IT) Security. All communications with DoD organizations are subject to COMSEC review. All telephone communications networks are continually subject to intercept by unfriendly intelligence organizations. DoD has authorized the military departments to conduct COMSEC monitoring and recording of telephone calls originating from, or terminating at, DoD organizations. Therefore, the contractor is advised that any time contractor personnel place or receive a call they are subject to COMSEC procedures. The contractor shall ensure wide and frequent dissemination of the above information to all employees dealing with DoD information. The contractor shall abide by all Government regulations concerning the authorized use of the Government's computer network, including the restriction against using the network to recruit Government personnel or advertise job openings.

1.4.5.6 Use of Government Information Systems (IS) and access to Government networks: Reserved.

1.4.5.7 Advanced Distributed Learning Service (ADLS): Reserved.

1.4.5.8 Information Assurance (IA) Training: Reserved

1.4.5.9 Information Technology (IT) Certification: Reserved.

1.4.5.10 Protection of Personally Identifiable Information (PII). The contractor shall protect all PII encountered in the performance of services in accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 224.103 Personally Identifiable Information and Department of Defense Directive (DoDD) 5400.11, Department of Defense Privacy Program, and DoD 5400.11-R. If a PII breach results from the contractor's violation of the aforementioned policies, the contractor shall bear all notification costs, call-center support costs, and credit monitoring service costs for all individuals whose PII has been compromised.

1.4.5.11 Requirement for OPSEC Training. In accordance with AFI 10-701, Operations Security, OPSEC PMs/Signature Managers/Coordinators will provide OPSEC training or training materials to contract employees within 30 days of employees' initial assignment to the contract and prior to having access to any critical information (CI) and annually thereafter. General organizational orientations may need to be supplemented by duty-related orientations in the work center targeted toward specific critical information and vulnerabilities associated with the work. Initial training (OPSE 1301 - OPSEC Fundamentals) is located on the myLearning website and refresher OPSEC training is conducted annually (at Commander's Call). The contractor shall submit certificates of completion for each contractor employee to the COR within 15 calendar days after completion of training.

1.4.6 Physical Security. The contractor shall safeguard all Government property provided for contractor use. At the close of each work period, Government facilities, equipment and materials shall be secured.

1.4.6.1 Key Control. Reserved.

1.4.6.1.1 Reserved.

1.4.6.1.2 Reserved.

1.4.6.1.3 Reserved.

1.4.6.2 Lock Combinations: Reserved.

1.4.7 Special Qualifications: All supervisory staff shall be ServSafe qualified. Certificates must be provided to the Contracting Officer at the Contracting Officers request. All other employees involved in the execution of this requirement shall have a minimum of one hour training by a ServSafe certified instructor to review aspects of food sanitation to ensure compliance with safety, food handling, cleaning, etc. A copy of this training will be provided to the COR. The contractor shall ensure all employees possess all required training and skills used in the performance

of this contract. This does not include education or other qualifications for the position in which the contractor employee is performing, dress codes, or other information.

1.4.8 Post Award Conference/Periodic Progress Meetings: The contractor agrees to attend any post award conference convened by the KO in accordance with FAR 42.5. 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 views the contractor's performance and the contractor shall apprise the Government of problems, if any, being experienced. The contractor shall resolve outstanding issues raised by the Government. Contractor attendance at these meetings shall be at no additional cost to the Government.

1.4.9 Contract Manager (CM): The contractor shall designate a CM who shall ensure performance under this contract. The name of this person, and an alternate who shall act for the contractor when the CM is absent, shall be designated in writing to the KO. The CM or alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The CM shall work through the COR, to resolve issues, receive technical instructions, and ensure adequate performance of services. The CM shall ensure that contractor employees do not perform any services outside the scope of the contract without an official modification issued by the KO. The CM shall ensure contractor employees understand that services performed outside the scope of the contract are performed wholly at the expense of the contractor.

1.4.10 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 are required to identify themselves as such to avoid creating an impression that they are Government employees. The contractor shall ensure that all documents or reports produced by contractor personnel are suitably marked as contractor products or that contractor participation is appropriately disclosed. The contractor's status as a "contractor" shall be predominantly displayed in all correspondence types (to include signature blocks on e-mail) and dealings with Government or non-Government entities. Contractor personnel shall wear identification badges distinguishing themselves as such. The badges shall have the company name, employee name and the word "contractor" displayed.

1.4.10.1 The contractor shall retrieve all identification media from its employees who depart employment for any reason. The contractor shall return all identification media (i.e., badges and vehicles passes) to the KO within 14 days of an employee's departure.

1.4.11. Combating Trafficking in Persons: The United States Government has adopted a zero tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not engage in severe forms of trafficking in persons during the period of performance of the contract; procure commercial sex acts during the period of performance of the contract; or use forced labor in the performance of the contract. The Contractor shall notify its employees of the United States Government's zero tolerance policy, the actions that will be taken against employees for violations of this policy. The contractor shall take appropriate action, up to and including termination, against employees or subcontractors that violate the US Government policy as described at FAR 22.17.

1.4.12 Contractor Travel: Reserved

1.4.13 Data Rights: Reserved

1.4.14 Organizational Conflicts of Interest (OCI): The contractor and subcontractor personnel performing services 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 OCIs, 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 mitigation plan will be determined to be acceptable solely at the discretion of the KO. In the event the KO unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the KO may impose 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.

#### 1.4.15 Phase In / Phase Out Periods – Reserved

## 2.0 Definitions and Acronyms:

### 2.1 Definitions:

2.1.1 Contractor: 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.

2.1.2 Defective Service: A service output that does not meet the standard of performance associated with the PWS.

2.1.3 Deliverable: Anything that can be physically delivered and includes non-manufactured things such as meeting minutes or reports.

2.1.4 Key Personnel: Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the PWS. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

2.1.5 Physical Security: Actions that prevent the loss or damage of Government property.

2.1.6 Quality Assurance: The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

2.1.7 Quality Assurance Surveillance Plan (QASP): An organized written document specifying the surveillance methodology to be used for surveillance of contractor performance.

2.1.8 Quality Control: All necessary measures taken by the Contractor to ensure that the quality of an end product or service shall meet contract requirements.

2.1.9 Subcontractor: One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

### 2.2 Acronyms:

AFI	Air Force Instruction
AR	Army Regulation
AT/OPSEC	Antiterrorism/Operational Security
BI	Background Investigation
CBT	Computer Based Training
CM	Contract Manager
COR	Contracting Officer Representative
DA	Department of the Army
DBIDS	Defense Biometric Identification System
DD254	Department of Defense Contract Security Classification Specification
DFARS	Defense Federal Acquisition Regulation Supplement
DoD	Department of Defense
DSCA	Defense Counterintelligence and Security Agency
FAR	Federal Acquisition Regulation
FDA	Food and Drug Administration
FPCON	Force Protection Condition
GFP/M/E/S	Government Furnished Property/Material/Equipment/Services
HAF	Headquarters Air Force
HQDA	Headquarters, Department of the Army
HSPD	Homeland Security Presidential Directive
IA	Information Assurance

IAW	In Accordance With
IS	Information System(s)
KO	Contracting Officer
NGB	National Guard Bureau
OCI	Organizational Conflict of Interest
PII	Personally Identifiable Information
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RSD	Regularly Scheduled Drill
SCR	Service Contract Reporting
SSN	Social Security Number
TB MED	Technical Bulletin [Army] Medical
TE	Technical Exhibit
USD(I)	Under Secretary of Defense for Intelligence
USDA	United States Department of Agriculture
USAF	United States Air Force
VT	Vermont

3.0 Government Furnished Property, Material, Equipment and Services (GFP/M/E/S): The Government will provide the property, material, equipment, and/or services listed below solely for the purpose of performance under this contract:

3.1 Property: The Government will furnish the necessary facility space for the contractor to perform services outlined in this PWS to include a dining hall, tabling for vendor serving equipment, salad bar and serving line for meal service, refrigerator for food storage during service and tables and chairs for lunch. The government shall not provide space on which to park mobile kitchen units.

3.2. Materials: Government will provide reusable plates, bowls, cups and silverware. Waste, recycle, and compost receptacles and trash bags. The government will provide all “to go” containers for the service members who are not dining in the dining facility.

3.3. Equipment: The government will supply the following commercial equipment for utilization by the contractor in performance of the contract:

Traulsen Food Warmer – AHF132WP  
 Traulsen Food Cooler – G26004P  
 Vollrath Salad Bar – R3871660  
 Atlas Salad Bar – WCND-5  
 Manitowoc Ice Maker – B570  
 Master-bilt Milk Cooler – MBMC08SW  
 Master-bilt Ice Cream Cooler – MSF-31AN  
 Walk-In Cooler/Freezer (located in the kitchen) – 3676.5-4-W  
 2 Hot serving lines  
 Delfield Dessert Cooler (located on the serving line)

3.4. Services: Government service members are required to buss/remove their used dinnerware, recycle paper and plastic waste, and compost food scraps. Government employees will be responsible for cleaning the dishware, utensils and additional flatware utilized by the patrons.

3.5 Utilities: All utilities in the facility will be available for the contractor's use in the performance of this contract. 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 after using the required amount. The Government shall not provide utilities or space for a mobile kitchen to operate as they are required to be self-sufficient.

4. Contractor Furnished Property, Materials, and Equipment (CFP/M/E): Contractor will provide the following items for their staff: disposable gloves, hair nets and uniforms. Additionally contractor will furnish: individual portioned container for salads, condiments and desserts.

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.

5.0 Requirements: The contractor shall produce, serve, and clean up from meal services. The contractor shall perform all services professional manner and in accordance with the highest industry standards for delivery of restaurant style meals. Unless the means or methods of performing a task are specified in this contract, the Contractor shall employ methods that are generally accepted, industry standards, and in compliance with Federal, State, and Air Force regulations.

5.1. Food Preparation & Quality: The contractor shall prepare entrees, to the greatest extent possible, on the day it is to be served. Preparation methods will follow practices to ensure nutrition, food safety, plate presentation such as color, shape, flavor, texture and temperature characteristics of the food are maintained. The quality of the food served shall be equivalent to commercially available prepared meals.

5.1.1. The following guidelines must be adhered to when preparing the meals:

- No item shall be deep fat fried
- Only lean ground beef (fat content not to exceed 10%) and ground turkey (fat content not to exceed 15%) with no fillers or extenders will be used in recipes
- All sliced bread must be whole grain/whole wheat type (white with whole grains or whole wheat with at least 2.5 g fiber per serving)
- Sandwiches shall be transported with fillings/meat separate and assembled at the serving line
- Encourage healthier options when planning menu

5.1.2 Transportation of Food: The contractor shall ensure all prepared meals are delivered and available on site in a certified food approved, proper warmer/cooler container no later than 30 minutes before the scheduled serving time unless otherwise directed. All food will be temp checked upon arrival to the facility to ensure proper food safety. Food shall arrive at Building 310, Dining Facility no later than 1030 for the meal service days for initial temperature readings.

5.1.2.1. Container Marking: The contractor shall comply with TB MED 530. The food containers will be marked or otherwise identified to indicate a time no longer than 4 hours past the point in time when the food is removed from temperature control (i.e. packaged at 10:00 a.m., four hours past equals 2:00 p.m.). The food will be cooked and served, served if ready-to-eat, or discarded, within 4 hours from the point in time when the food is removed from temperature control. The food in unmarked containers or packages or marked that exceed the 4-hour limit will be discarded. The contractor is NOT authorized to use food previously served.

5.1.2.2 Facility Location: The Government estimates food preparation must occur within a 45-mile radius of Vermont Air National Guard, South Burlington, VT. This allows for transfer of food to the mermite containers (0.5hrs), transportation to Vermont Air National Guard, South Burlington, VT (1 hrs.), preparation for service (0.5hrs), and service/serving (2 hrs.). If the contractor chooses to prepare meals in a mobile kitchen the contractor shall still serve



meals in the dining hall using appropriate heating and cooling dishes. The members shall not be required to leave the building to get their meal(s). The mobile unit shall be held to the same standards of cleanliness and requirements for inspection as a brick and mortar facility.

5.2. Menu Standard: Contractor shall prepare and serve the lunch meals using the attached Technical Exhibit 4. The final menu and any deviation requests with all identified menu components shall be submitted to the COR within ten work days prior to the given RSD. This will ensure that the COR has two work days to approve any menu changes, and distribute the menu on base. All items being served on the posted menu will be (a) available to the last person thru the line as was available to the first person thru the line; (b) be of high-quality taste and presentation. The Contractor is responsible for serving and maintaining portion control in accordance with portion sizes as referenced in the menus.

5.2.1. Condiments/Toppings: Offer condiments in individual portioned containers. At a minimum, the condiments/toppings listed below should be provided. Other condiments may be offered to complement menu items such as steak sauce, salsa, and tartar sauce.

- Butter, and/or trans fats free margarine spread
- Sugar and Artificial sweetener
- Salt and Pepper - salt and pepper shakers are permitted on the tables
- Catsup, hot sauce, mayonnaise, mustard, relish

5.2.2. Salad: The contractor shall provide tossed salad components and condiments consisting of a minimum of: mixed greens, (such as romaine lettuce, spinach, green leaf, and arugula); Iceberg lettuce should not be the sole lettuce in any offering, all will be individually packaged per recommended serving size. Salad includes tomatoes, cucumbers, carrots, croutons/crackers and three choices of individual portioned salad dressings with one of those being low fat/fat free.

5.2.3 Beverages: Drinks: Individually packaged or bulk with appropriate dispensing containers. All beverages shall be ready to serve at time of meal. Contractor shall replenish as needed to support an interrupted flow of diners.

5.3. Meal Service: The serving line will be open 1100-1300 each day of the RSD. Changes to food service periods as the result of a government authorized delay will need to ensure a total of 120 minutes of serving time is allowed. Vendor to provide staffing to serve three patrons per minute during the specified 120 minutes of service. Contractor establishes an operational food service line no less five minutes prior to the start of the feeding time. No more than three instances of late establishment of food line. The COR will periodically inform the contractor of the number of patrons signed in, when all authorized patrons have signed in for the meal service, and when breakdown of the food service line may begin.

5.4. Safety, Sanitation and Cleaning: The contractor shall maintain a clean and sanitary workspace. Contractor will ensure that foods are served at the applicable temperature, based on the industry standard. Hot food will be served above 140 degrees and cold food will be below 40 degrees. Food will be temperature checked every 30 minutes until close of serving line.

5.4.1. Light Cleaning Services for Food Service Area: The contractor shall periodically clean the equipment and tables used in the food service line and the patron dining areas during and at the conclusion of the food service period to include wiping down chairs. The contractor has access to the kitchen and patron dining for the purpose of cleaning for up to two hours after the conclusion of meal service. Contractor shall ensure tables and equipment used are clean and free of grease, food debris and spills. The contractor shall ensure that the floor around the food service line is always clean and free of food debris and spills.

5.4.2. Food and contractor related waste: IAW Vermont State Law the contractor shall follow current waste, recycle, and compost guidance available at [www.VTrecycles.com](http://www.VTrecycles.com). The contractor will not be responsible for disposal or removal of these items, but will be required to follow the guidance.

5.5. Compliance: Contractor shall be in compliance with all Federal, State and local laws, regulations, policies, permits and insurance pertaining to the appropriate food industry, including TB Med 530, AR 30-22 and DA PAM 30-22.

5.5.1. Contractor shall comply with all FDA Food Code guidelines, including only purchasing food from approved vendors. A list of food suppliers must be provided upon request. No food will be purchased from a non-US company. Refer to the following websites for additional information:

<http://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodCode/ucm374275.htm> or

<http://www.fda.gov/Food/FoodSafety/RetailFoodProtection/FoodCode/FoodCode2009/>

5.5.2. Contractors must have received a passing score and not have more than four (4) critical findings on their most recent health inspection. The government will confirm results posted at

[http://healthvermont.gov/apps/restaurant\\_scores/RestaurantScores.aspx](http://healthvermont.gov/apps/restaurant_scores/RestaurantScores.aspx).

5.5.2.1 Inspection records and additional documentation shall be provided, if requested. Out of state caterers must show evidence that they are licensed in their states and are maintaining sanitary standards at least equivalent to regulations established by the VT Department of Health.

5.5.3. The contractor shall prepare and handle all food in strict adherence to food safety precautions as recommended by the state of Vermont and guidelines published by the U.S. Department of Agriculture (USDA) available at: <http://www.fsis.usda.gov/wps/portal/fsis/topics>.

6. Applicable Publications: Publications applicable to this PWS are listed below:

Publication (Chapter/Page)	Date of Publication	Mandatory or Advisory	Website
Federal Acquisition Regulation			<a href="https://www.acquisition.gov/?q=browsefar">https://www.acquisition.gov/?q=browsefar</a>
Defense Federal Acquisition Regulation Supplement			<a href="http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.htm">http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.htm</a>   or <a href="https://www.acquisition.gov/dfars">https://www.acquisition.gov/dfars</a>
DoDM 1000.13-M-V1 DoD Identification (ID) Cards (Enclosure 2, paragraph 3.b)	01/23/2014  (Change 1: 07/28/2020)		<a href="http://www.esd.whs.mil/Directives/issuances/dodm">http://www.esd.whs.mil/Directives/issuances/dodm</a>
Federal Information Processing Standards (FIPS) Publication 201-2  Personal Identity Verification (PIV) of Federal Employees and Contractors  (paragraph 9)	August 2013		<a href="http://nvlpubs.nist.gov/nistpubs/FIPS/NIST.FIPS.201-2.pdf">http://nvlpubs.nist.gov/nistpubs/FIPS/NIST.FIPS.201-2.pdf</a>
DoDM 5200.2 Procedures for the DoD Personnel Security Program (PSP)	04/03/2017		<a href="https://www.esd.whs.mil/Directives/issuances/dodm/">https://www.esd.whs.mil/Directives/issuances/dodm/</a>
DoD 8570.01-M Information Assurance Workforce Improvement Program	12/19/2005  (Change 4: 11/10/2015)		<a href="https://www.esd.whs.mil/Directives/issuances/dodm/">https://www.esd.whs.mil/Directives/issuances/dodm/</a>
DoD 5220.22-M National Industrial Security Program Operating Manual (NISPOM)	02/28/2006  (Change 2: 05/18/2016)		<a href="https://www.esd.whs.mil/Directives/issuances/dodm/">https://www.esd.whs.mil/Directives/issuances/dodm/</a>

AFI 10-245 Antiterrorism	03/28/2013  (Certified current 03/30/2017)		<a href="https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131">https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131</a>
AFI 31-101 Security Forces Standards and Procedures	08/18/2020		<a href="https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131">https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131</a>
AFMAN 31-113 Security Forces Standards and Procedures	03/05/2013  Change 1: 12/02/2015		<a href="https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131">https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131</a>
AFPD 17-1 Information Dominance Governance and Management	04/12/2016		<a href="https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131">https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131</a>
AFI 10-701 Operations Security	7/24/2019  (Change 1: 06/09/2020)		<a href="https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131">https://www.e-publishing.af.mil/Product-Index/#/?view=pubs&amp;orgID=10141&amp;catID=1&amp;series=-1&amp;modID=449&amp;tabID=131</a>
Executive Order on Combating Race and Sex Stereotyping	09/22/2020	Mandatory	<a href="https://www.whitehouse.gov/presidential-actions/executive-order-combating-race-sex-stereotyping/">https://www.whitehouse.gov/presidential-actions/executive-order-combating-race-sex-stereotyping/</a>
Army Directive 2014-05 Policy and Implementation Procedures for Common Access Card Credentialing and Installation Access for Uncleared Contractors	03/07/2014		<a href="https://armypubs.army.mil/ProductMaps/PubForm/ArmyDir.aspx">https://armypubs.army.mil/ProductMaps/PubForm/ArmyDir.aspx</a>
AR 25-2 Information Assurance	04/04/2019		<a href="http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx">http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx</a>
AR 530-1 Operations Security	09/26/2014		<a href="http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx">http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx</a>
AR 525-13 Antiterrorism	12/09/2019		<a href="http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx">http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx</a>

6.1. Applicable Forms: Forms applicable to the PWS are listed below:

Form	Date	Website
DD 1172-2 <a href="#">Application for Identification Card/DEERS Enrollment</a>	Mar 2017	<a href="http://www.dtic.mil/whs/directives/forms/index.htm">http://www.dtic.mil/whs/directives/forms/index.htm</a>
I-9	10/21/2019	<a href="https://www.uscis.gov/sites/default/files/files/form/i-9.pdf">https://www.uscis.gov/sites/default/files/files/form/i-9.pdf</a>

Employment Eligibility Verification		
DD 441 Department of Defense Security Agreement	Feb 2020	<a href="http://www.dtic.mil/whs/directives/forms/dd/ddforms0001-0499.htm">http://www.dtic.mil/whs/directives/forms/dd/ddforms0001-0499.htm</a>
DD 250 Material Inspection and Receiving Report	Aug 2000	<a href="https://www.esd.whs.mil/Directives/forms/dd0001_0499/">https://www.esd.whs.mil/Directives/forms/dd0001_0499/</a>
Form	Date	Website
DD 441 Department of Defense Security Agreement	Feb 2020	<a href="http://www.dtic.mil/whs/directives/forms/dd/ddforms0001-0499.htm">http://www.dtic.mil/whs/directives/forms/dd/ddforms0001-0499.htm</a>
DD 250 Material Inspection and Receiving Report	Aug 2000	<a href="https://www.esd.whs.mil/Directives/forms/dd0001_0499/">https://www.esd.whs.mil/Directives/forms/dd0001_0499/</a>

TECHNICAL EXHIBIT 1

Performance Requirements Summary (PRS)

This PRS includes performance objectives the Government uses to determine contractor performance as compared to the Acceptable Quality Level (AQL)

<b>Performance Objective</b>	<b>Performance Standard</b>	<b>Acceptable Quality Levels (AQL)</b>	<b>Surveillance method / By Whom</b>
Food Preparation & Quality PWS 5.1 thru 5.1.1	The quality of the food served shall be equivalent to commercially available prepared meals.	No more than four validated complaints per day.	Patron feedback & COR / vendor/ surveys & COR
Menu Standard PWS 5.2 thru 5.2.3	Consistently provides the meal and meal components as outlined in the established daily menu.	No more than one instance of missed menu/menu components per RSD.	Observation / COR
	Maintains portion control with portion sizing as established in the daily menu.	No more than 10 missed instances per day	Observation & Patron Surveys / COR
Safety, Sanitation and Cleaning. PWS 5.4 thru 5.4.2	Service area, dining area and equipment free of grease, food or trash and recycle debris and spills.	No more than two missed instances per day	Observation / COR
Safety, Sanitation, and cleaning, PWS 5.4, Transportation of food PWS 5.1.2 and Container marking PWS 5.1.2.1	Maintains compliance with food safety protocols for food temperature during transport and meal service.	No instances of food temperatures falling outside of proper temperature ranges entering the serving line	Random Sampling / COR
Meal Service PWS 5.3	Food Service line is established and ready for service no less than 15 minutes prior to scheduled feeding time.	No more than one instances of a late start per weekend	Observation / COR

TECHNICAL EXHIBIT 2

Deliverables Schedule

PWS Reference / Deliverable Title	Frequency	Number of Copies	Medium/Format	Submit To
1.4.5.2 Complete Base access request/background check	Provide within 5 calendar days of contract award for personnel requiring base access for execution of contract	1 per individual requiring access	Electronic	COR to forward to APP Office for NCIC background check
1.4.5.3 AT Level 1 Awareness Training Certificates	Provide within 15 calendar days of contract award.	1	Electronic Submission	COR
1.4.11 Complete Combat Trafficking in Persons (CTIP) Training	Provide within 15 calendar days of contract award.	1	Electronic Submission	COR
1.4.7 Complete ServSafe (Supervisors only),	Provide within 15 calendar days of contract award.	1	Electronic Submission	COR
1.4.7 Complete Food Handlers 1 hr. training (All employees)	Provide within 15 calendar days of contract award.	1	Electronic Submission	COR
5.2 Menu standard; RSD menu	Provide within 7 calendar days prior to meal service.	1	Electronic Submission	COR

TECHNICAL EXHIBIT 3

Estimated Workload Data

Information under Item 1 Contains historical workload information.

ITEM	NAME	MONTHLY ESTIMATED QUANTITY
1	6 & 7 MAY 23	400 Daily meals, 800 total RSD

TECHNICAL EXHIBIT 4

MENU

Menus to reference from the 12 month Air Force Menu

**Final menu/ingredient list must be provided to the base at least one week prior to the drill period.**

<b>Standard Dessert Choices</b>	<b>Serve size</b>
Assorted Cakes	1 Slice
Specialty Dessert	1 Each
Pie	1 Slice
Cookie	2 Each

Beverage Examples: Iced Tea, Lemonade, 1% Milk, Chocolate Milk, electrolyte drinks, low sugar soft drinks

**May 2023 Drill**

<b>Saturday Menu Item</b>	<b>Portion</b>
Potato Cheddar	1 Cup
Beef Brisket	5oz
Savory Baked Chicken	5 oz
Broccoli Quiche	5 oz
Simmered Red Cabbage	3/4 Cup
Creamed Spinach	3/4 Cup
Potato Au gratin	3/4 Cup
Wild Rice	3/4 Cup
Buttered Dinner Roll	1 each
Brown Gravy	1/4 Cup
German Style Tomato Salad	1/2 Cup
Toss Salad	1.5 Cup

<b>Sunday Menu Item</b>	<b>Portion</b>
Tomato Soup	1 Cup
Chicken A La King	5 oz
Beef Stroganoff	5 oz
Stuffed Green Peppers (Vegetarian)	1 each
Steamed Broccoli	3/4 Cup
Green Bean Almandine	3/4 Cup
Roasted Potatoes	3/4 Cup
Buttered Egg Noodles	3/4 Cup
Buttered Dinner Roll	1 each
Cucumber Onion Salad	1/2 Cup
Toss Salad	1.5 Cup