BOONE COUNTY, ILLINOIS

Bid Requirements for PS-02-17
(Bid Number)

Material(s) or Services: Inmate Food Service at the Boone County Jail Facility

Bid Closing Date and Time: Tuesday, January 3, 2017 3:00 p.m.

Address to Submit Bids: **Office of the Boone County Clerk**
1212 Logan Avenue, Suite 103
Belvidere, Illinois 61008

1. No bid will be accepted after the scheduled bid closing time.

2. All bids must include all taxes or fees that are applicable to Boone County. State sales taxes are not applicable and must be excluded.

3. Bid price(s) should include freight to the Boone County delivery address:
   Boone County Clerk, 1212 Logan Avenue, Suite 103, Belvidere, IL 61008.

   Title to the purchased goods does not pass until the items actually have been received by the purchaser. Prices shall be stated in units, if necessary, and in case, of computational conflicts, the unit price shall govern.

4. All prices and notations must be clearly written, and preferably in ink or typewritten. Errors may be crossed out and corrections inserted, but the corrections must be initialed in ink by the person signing the proposal.

5. Bidders must be sure to specify any terms, which they wish to offer on the bid form, including any discounts. Cash discounts based on payment in less than an acceptable number of days will not be considered in calculating the bid price.

6. Bidders must state brand names and/or manufacturer of each item proposed in each bid. Guarantee and/or warranty information also must be included.

7. Parts and materials must meet specifications. Bids will be considered on equipment or material complying substantially with the specifications. Any deviation or substitution shall be stated and described in writing. Boone County reserves the right to determine whether any deviation or substitution is within the intent of the specifications.

8. Time of delivery must be stated on each bid. If time varies on different items, the bidder shall so state.

9. The Boone County Board is governed by a State of Illinois Act regulating wages of laborers, mechanics and other workmen employed in any public works, and all bidders shall comply with the prevailing wage ordinance as adopted by the Board.

10. The Contractor and any subcontractors shall hold the following minimum insurance coverage, and all carriers shall have an A.M. Best rating of no less than A – 6 (see Section XXIX of the proposal).

11. Bidders shall hold Boone County, its officers, agents, and employees, harmless from liability of any nature or kind on account of use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used under this bid call. The vendor, upon award of a contract, may be required to furnish a Certificate of Insurance, naming Boone County as an additional insured, prior to the signing of any purchase arrangement.

12. The vendor shall agree to save and hold harmless and defend Boone County from and against any or all claims, demands, suits, and liability for death or injury to any person or damage to or loss of property, which injury, loss, or damage is caused by or arises out of the execution of this contract or agreement.

13. The successful bidder is specifically denied the right of using in any form or medium the name of Boone County for public advertising unless express permission is granted by Boone County.

14. The County reserves the right to accept or reject all bids.

15. **Bidders will be required to attend a pre-bid conference on Friday, December 9, 2016 at 10 AM at the Belvidere/Boone County Public Safety Building in the Lower Conference Room located at 615 North Main Street, Belvidere, Illinois 61008.**

16. **Failure to demonstrate relevant experience, as determined by the County, may be grounds for disqualification of the bid.**

If questions, contact: John Hare, Boone County Jail

615 North main Street

Belvidere IL, 61008

(815) 547-6203

BOONE COUNTY, ILLINOIS
INMATE FOOD SERVICE PROPOSAL

BOONE COUNTY JAIL FACILITY

The Boone County Public Safety Committee is accepting sealed bids for the operation and management of the food service function at the jail facility. The facility is located at 615 N. Main St., Belvidere, IL 61008.

Bidders are asked to submit proposals, in which they will employ personnel, purchase all food commodities, and manage the complete and overall food service function for a correction facility. The committee desires to begin this food service delivery function as soon as practicable, and bidders must be able to use existing food service assets located at 615 N. Main St., Belvidere, IL 61008.

I. SCOPE OF SERVICES

The contractor shall furnish all foods and labor to provide one (1) cold and two (2) hot meals per day, seven days a week for 80-150 inmates per meal. The contractor shall have the capability to expand to 175 meals/day. The contractor shall manage all aspects of food procurement, preparation, and delivery on the Jail premises.

II. TERMS OF CONTRACT

The term of this contract shall be from March 1, 2017 to March 1, 2020. The County may terminate the contract at any time without cause or penalty by providing written notice thereof.

III. CONDITIONS OF BID SUBMISSIONS

A. The proposal must be prepared and signed by a duly authorized official or representative of the firm submitting the proposal.

B. Only one proposal will be accepted from any one firm or corporation.

C. It is requested that all proposals be prepared in a comprehensive manner as to content. Format should follow the order of the Minimum Bid Response Requirement addressed later in the document.

D. All costs incurred in the preparation and presentation of the submitted proposal in any way whatsoever, shall be the responsibility of the prospective Proposers/Contractor. Once the proposals are opened they

become public information. Any material submitted by prospective Proposers/Contractors that is to be considered confidential must be clearly marked as such. Such information may remain subject to disclosure under the Illinois Freedom of Information Act.

E. **Bidders will be required to attend a pre-bid conference on Friday, December 9, 2016 at 10 AM at the Belvidere/Boone County Public Safety Building in the Lower Conference Room located at 615 North Main Street, Belvidere, Illinois 61008.**

F. **Failure to demonstrate relevant experience, as determined by the County, may be grounds for disqualification of the bid.**

IV. QUALIFICATIONS

To be considered for award of this contract, the following minimum qualifications must be met:

A. The firm must be organized for the purpose of providing food service management in a corrections environment, and must have five (5) years previous experience with proven effectiveness in the installation and maintenance of high quality services similar to that required as described herein.

B. The firm must have a proven ability for an immediate contract start-up as evidenced by past performance and current resources and personnel.

C. The contractor's employees shall be subject to security clearances. Should Any contractor's employees fail the clearance process, that individual shall be precluded from working at the jail facility. Any employee, who during the course of employment is found to not meet security clearance, will also be precluded from working in the facility.

D. To submit a valid bid, bidders must submit for both food and laundry service.

V. SELECTION CRITERIA

Each proposal will be evaluated in the following categories: price, experience, food preparation procedures, corporate stability, project personnel, American Correctional Association (ACA) policies and procedures, security, and sanitation procedures.

A. PRICE: All responses shall be rated from the common reference point of cost per meal ordered.

B. EXPERIENCE: Experience in providing food services in jail facilities with inmate populations of 80-150 inmates. Each proposer should provide a reference list of all

food service contracts, both past and current, for the past two years with correctional facilities housing populations similar to that of Boone County. The list should include a contact person, facility address, and phone number

C. FOOD PREPARATION PROCEDURES: Each firm will be evaluated in the area of food preparation is including menus, special diets, quality assurance and production control.

D. CORPORATE STABILITY: Each Proposer will be evaluated in three (3) primary areas:

1. Financial stability as determined by review of the audited financial results of the previous fiscal year. Each bidder must provide an audited financial statement, including footnotes, being no more than twelve (12) months old.

2. Ability to start-up and manage the proposed program within a thirty (30) day period after the contract is awarded.

E. PROJECT PERSONNEL: Each firm will be evaluated on its approach to personnel management including recruitment, compensation plan, training, supervision, scheduling, and staffing.

F. ACA POLICIES AND PROCEDURES: Each firm will be evaluated on its record of compliance with and ability to operate within ACA Standards, Policies, and Procedures manual.

G. SECURITY AND SANITATION PROCEDURES: Each firm will be evaluated on its facility security procedures and sanitation procedures.

VI. METHOD OF AWARD

The award will be made to the lowest responsible bidder who meets the selection criteria in section V. above. The successful firm shall commence work only after execution of an acceptable contract. The successful firm will perform all services indicated in the proposal in compliance with the negotiated contract.

VII. SPECIFICATIONS AND EXPECTATIONS OF THE CONTRACTOR

A. PURCHASING:

1. Food inventories purchased by the Contractor are the property of the Contractor and the Contractor is responsible for any loss, damage, or spoilage.

2. On expiration or termination of this contract, the inventories of food and expendable supplies of the Contractor shall remain those of the Contractor until purchased by the new Contractor or they shall be removed from the premises. Final payments to be made to the Contractor by Boone County shall be withheld until all transactions or arrangements for the inventory purchases or removal have been completed to the satisfaction of Boone County.

3. The Contractor shall provide, within its proposal, the minimum purchasing specifications to be used in the purchase of all food products and disposable serviceware. The specifications provided should address the level of quality, grade, size, pack, count, and all other relevant information. Boone County must approve, in writing, any changes from the stated specifications.

4. The Contractor shall be responsible for receiving all goods at the loading/ receiving area. The Contractor shall be responsible for supplying personnel for the receiving, unloading, and storage of food and related items.

B. STORAGE

The Contractor will provide, within its proposal, a statement detailing how it will provide for the correct handling, prompt storage, and rotation/issue of food items purchased.

C. INVENTORY

The contractor shall, on a weekly basis, take a physical inventory of food and supply items.

D. MENUS

1. The Contractor shall maintain a 28-day menu. A proposed 28-day menu shall be submitted as part of each bidder response to the proposal. The menu shall include a nutritional analysis of each food item, including nutritional value and calories. Menus shall provide no less than 2800 calories per day per person (therapeutic diets may require additional calories). The menu should reflect one cold and two hot meals per day. On occasion, due to maintenance or security situations, sack lunches may be requested for the entire population. All food portion sizes shall be the cooked weight or shall be specifically identified as raw weight. The Sheriff shall approve the final menus and subsequent changes. Menus should meet the dietary allowances set forth in the Recommended Dietary Allowances of the National Academy of Sciences, which suggests:

Breads, Cereals, and Grain Products	6-11 Servings/Day
Fruits	2-4 Servings/Day
Vegetables	3-5 Servings/Day
Meat, Poultry, Fish & Alternatives	2-3 Servings/Day

Milk, Cheese and Yogurt 2-3 Servings/Day

The Contractor shall also assure the dietary operation meets or exceeds the American Correctional Association Standards. The menus will be reviewed and approved by the Contractor's registered dietician along with the Sheriff. Menus must include an ethnic variety, reflective of the inmate population. A variety of foods should be planned.

2. Changes in the planned menu shall be noted in writing on the menu in the kitchen and the corrected menu filed with the Sheriff's Office.

3. Documentation of menus as they are actually served must be maintained as verification of providing nutritionally adequate diets. The Contractor must provide this documentation to the Sheriff on a weekly basis.

4. Special Diets: Therapeutic diets shall be available upon medical authorization or program authorization for religious reasons. At minimum the Contractor should be prepared to furnish Kosher and Vegetarian diets. Medical diets should be specific and complete and will be furnished in writing to the Contractor by the Jail Nurse. Special diets should conform as closely as possible to the food served other inmates. The Contractor shall have the capability of delivering regular and special diets in containers appropriate to the facility needs. i.e., paper plates, plastic dinnerware, paper cups, etc.

5. Holiday Menus: Special holiday menus for inmates shall be designed for Thanksgiving and Christmas and shall be approved by the Facility.

6. The Contractor shall comply with any rules, regulations, or laws prescribed by any resolution authorized over the Boone County Jail operations.

E. DISPOSABLES

The Contractor shall furnish disposables/expendables. This shall include but not be limited to all paper, plastic, plastic gloves for serving, sacks, and other expendable items used in the operation of the food service contract.

VIII. FOOD DELIVERY AND SERVICE

A. The Sheriff's Office shall provide carts for food delivery.

B. The Sheriff's Office shall provide insulated thermal trays and lids.

IX. EQUIPMENT AND FACILITIES

A. Contractor personnel shall be trained in the operation of all kitchen equipment.

B. Contractor personnel shall supervise all phases of operation of food service equipment to include start-up, cooking usage and clean up.

C. Contractor personnel shall take all reasonable and prudent measures necessary to properly clean and maintain county equipment.

D. Contractor shall report all equipment problems to the contract liaison or designee upon discovery.

E. Contractor personnel shall not attempt repairs of equipment unless approved to do so by the contract liaison.

F. The County will provide preventative maintenance and repair service on all Department owned equipment.

G. Contractor shall be financially responsible for any repairs and damaged equipment due to acts of employees, including but not limited to, damage by inmate workers not properly supervised.

X. SANITATION AND SAFETY:

A. The Contractor will agree to obey all federal, state, and local laws and ordinances regarding health, sanitation, and safety.

B. The Contractor shall be responsible for supplying all disposable cleaning supplies including but not limited to chemicals, hand soaps, dishwashing detergents, paper towels, trash bags, rags, gloves, goggles, etc. The Facility will supply mops, mop buckets, brooms, dust pans, floor squeegee, and rubber boots.

C. Reusable food rags may be sent to the facility laundry for washing. Rags used with chemicals may not be sent to the laundry. Dirty rags must be kept in properly marked metal containers with lids. Rags used with chemicals must be taken to the designated outside disposal area prior to closing the kitchen each day.

D. The Contractor shall provide medical examinations as required by laws for each employee and appropriate records shall be kept on file of these examinations for the Sheriff's Office inspection and for inspection by the Boone County Health Department.

E. Sanitation inspections will be conducted by the Boone County Health Department as required by law. The Contractor is expected to maintain a standard of compliance that enables the facility to obtain the highest possible rating. Any deficiencies noted will be corrected immediately.

F. Inmate workers under supervision of Contractor personnel will provide janitorial services for the food service areas. Cleaning of internal kitchen hoods is not the responsibility of the Contractor and will be subcontracted to a professional company specializing in this particular service.

G. The Contractor will be responsible for turning off all non-essential equipment in the kitchen when the area is not in use.

XI. PERSONNEL AND SECURITY

A. All prospective personnel who will work in the kitchen will have an NCIC clearance run by the Sheriff prior to commencement of the contract. Upon receipt of the prospective employees' full name, date of birth, and Social Security number, the Sheriff will complete the clearance.

B. If a contract employee is refused clearance, the Contractor will be informed of the reason for such refusal within seven. (7) working days.

C. Prior to employment, all personnel will be fingerprinted by the Sheriff's Office. These prints will be submitted to the Illinois Bureau of Identification and also the Federal Bureau of Investigation.

D. Admittance to the facility will be denied to any contract employee whose previous criminal activities would compromise the security of the facility in the sole discretion of the Sheriff

E. Any current contract employee who commits a crime and is subsequently convicted of that crime will not be admitted into the facility if it is determined that the individual could compromise the security of the facility.

F. The Contractor shall provide resumes from the individual(s) who will be considered for the position of Food Service Manager. It is requested that this individual have previous experience with corrections/detention food services. An interview with any proposed manager may be required prior to the award of the contract. The Sheriff shall have the right of refusal of any proposed Food Service Manager. The Sheriff shall be notified prior to the transfer or removal of any manager and to approve the replacement.

G. The Food Service Manager or designee shall be available to the Sheriff or designated personnel at all times to handle personnel problems of contract employees or food service related problems.

H. When an employee is no longer employed by the Contractor, the Sheriff will be notified immediately. Terminated employees are required to return their ID badge immediately. Employees giving notice must return their ID badge prior to leaving the building on the last day.

I. The Contractor is responsible for control of all keys obtained from the Sheriff's Office. Keys will be issued to contract personnel at the beginning of their designated work period and individual workers will be required to turn in their assigned keys at the end of their work period. Any loss of keys during a specific work period by any contract personnel will be reported immediately to the Sheriff or his designee. The Contractor shall be responsible for replacement of lost keys and the costs of re-keying and replacement of lock cylinders required as a result of negligence and/or loss of keys. Employees who mistakenly take keys home will be required to return the keys immediately upon discovery or notification no matter what time of day or night the situation happens. Inmate workers are not allowed to handle keys under any circumstances.

J. Staff personnel items will be stored in the secure storage of office area of the kitchen. The Sheriff reserves the right of inspection of all personal effects and contents any time of the day or night.

K. Inmate workers may not be in the food service areas at any time without supervision.

XII. RECRUITMENT AND HIRING

A. The bidding Contractor shall include in their proposal a plan for the recruitment of qualified personnel for employment at the Boone County Jail Facility.

B. The proposal should also include the range of hourly wages and benefits that the company will offer to qualified employees.

XIII. STAFFING AND SCHEDULING

A. Proposals should include a staffing matrix that allows for the optimum number of employees at all times for the efficient operation of the food service areas. These numbers should not include the Food Service Manager unless that one individual is sufficient for effective operation of the current kitchen. The contractor is responsible for proper staffing of the facility.

B. The contractor should keep in mind that the kitchen is not a full time duty post for a uniform officer and that staffing should be such to provide appropriate supervision at all times.

C. It is the Contractors responsibility to assure their employees familiarize themselves with the policies and procedures that affect their area. These policies will be made available to Contractors personnel.

XIV. TRAINING

A. The Contractor shall submit a copy of the job descriptions for all staff positions at the facility.

B. The Contractor shall include information on their kitchen supervisor training program to include length, topics, and documentation. Training on the operation and cleaning of food preparation equipment will be considered mandatory before an employee is released from training. The Contractor will be expected to supply documentation of employee training upon request.

C. Contractor employees will be required to attend training sessions on jail procedures, interpersonal communication skills, and other security topics as deemed appropriate by the Sheriff. The estimated time is up to ten (10) hours a year and the Contractor shall be responsible for employee wages and/or overtime necessary to fulfill this requirement. This training may be conducted in house by Sheriff's personnel or at an off-site location by other instructors.

D. Food service training for inmate workers shall be consistent with ACA standards for inmate workers, insuring that all state and local regulations concerning food service workers are complied with. In addition the Contractor should have the ability to provide inmate workers with a certificate or letter stating that the inmate had successfully completed food service training and demonstrated proficiency. This will enable the inmate to further himself on the outside.

XV. UNIFORMS

A. The Contractor employees shall be properly attired in a standard uniform per the approval of the Sheriff, and one that is neat and clean at all times.

XVI. DOCUMENTATION

A. The Contractor will be expected to furnish quarterly documentation of compliance with American Correctional Association (ACA) standards.

B. The Contractor may also be asked to supply written documentation of other areas of compliance with the terms and conditions of this contract.

XVII. FINANCIAL

The total meal cost proposed by the Contractor must include the following:

A. Food cost will be provided per meal on a sliding scale basis

B. Disposables (all non-returnable serviceware and packaging directly related to the service of meals).

C. Labor costs.

D. Controllable expenses (all normal day-to-day expenses for operating supplies, repairs and maintenance, uniforms and other related costs).

E. Administrative/management fee (those costs associated with the administration and management of the contract, which are not shown in the labor, expense categories). This fee is included in the Contractors profit margin.

F. The Contractor shall advise the Jail Superintendent or designee of equipment needing repairs or replacement.

G. Miscellaneous expenses: The Sheriff or its designee shall have the right and authority to inspect the meals prepared by the Contractor to determine compliance with the specifications, reject food not meeting the specifications, and withhold payment for meals or portions of meals not meeting the prescribed specifications.

XVIII. EQUIPMENT SECURITY

A. Contract employees will be responsible for security and control of their work tools.

B. It is required that all tools such as knives, peelers, etc. be kept in a lockable area designated by the Sheriff's Office when not in use.

C. Under no circumstances are any edged or bladed tools to be left unattended. If so, they will be confiscated when discovered and the food service will be notified.

D. Sharp tools needed by inmate workers will be signed out and signed in. Records must indicate what tool(s), date and time, who issued the tool(s) and to the specific inmate worker it was given to. The inmate must forfeit his picture ID badge in exchange for the tool signed out to him.

E. Missing tools are to be reported immediately to the Shift Supervisor for the detection facility.

F. Broken tool(s), whether the property of the Contractor or facility, must be surrendered to the Sheriff's Office for disposition (repair or replacement).

G. The Contractor shall maintain control of and inventory on a daily basis cooking and serving instruments such as spoons, spoodles, spatulas, etc.

XIX. EMPLOYEE CONDUCT INSIDE THE FACILITY:

Contract employees should familiarize themselves with the policies and procedures of the detention facility that affect their area. Of particular importance are the following policies:

A. Contract employees shall be advised of the possibility that a hostage taking incident could occur at any time.

B. Alcoholic beverages/drugs will not be brought into the facility, nor will anyone under the influence of alcoholic beverages or drugs be permitted inside. Nor will anyone who is suspected of being under the influence of alcoholic beverages or drugs be admitted to the facility.

C. In the event of any disturbance inside the facility, the contract employee will immediately follow the orders of the duty Sergeant and/or his designee, or comply with the policy regarding emergency procedures.

XX. PAYMENT

Invoices for the previous month's meals will be submitted to the Sheriff's Office on the 26th of each month. Payment will be made within thirty (30) days of the receipt of each invoice.

XXI. RIGHT OF INSPECTION/COMPLAINTS

The facility operated under contract with the Sheriff is the domain of the County of Boone and may be inspected by the Sheriff or his designee for security, sanitation, food standards, quality of food preparation and service, Contractor employee performance or any other reason. Nothing in the agreement shall give rise to property rights of the contractor.

Should any deficiency be found during inspection, the Contractor will be advised in writing of the unsatisfactory conditions. The Contractor will promptly correct such

deficiencies and communicate in writing within five (5) business days the solution to each problem, when it was corrected and what has been done to prevent recurrence of the problem.

Complaints from inmates or staff, which are valid within the terms of the Sheriff's Office agreement with the Contractor, will be forwarded in writing to the Food Service Manager. The Contractor will have five (5) business days in which to present a written response detailing the solution to the problem.

XXII. EMERGENCIES

The Contractor shall institute contingency plans to provide service in the face of unexpected events, i.e. power failure, fire, riot, lockdown, labor, strike, absenteeism among Contractor's employees, or act of God that would preclude normal expectations.

XXIII. SPECIFICATIONS AND STATEMENT OF JOINT RESPONSIBILITY

A. The Contractor and designated representative of the Jail Facility will reconcile the meal counts daily by using meal count tickets. In the event of any dispute regarding meal counts and resulting charge, the contract administrator shall resolve any discrepancy by using the count of the actual meals received.

B. The Contractor and the Sheriff shall jointly inventory, at least annually, all capital equipment and County owned serviceware under the contractor's direct control.

C. Prior to the actual start up of the food service, the Contractor and the Sheriff shall conduct a complete inventory of all equipment as well as a complete statement as to the condition of said equipment. The document showing the results of this inventory shall be kept on file with the Sheriff with copies retained by the Contractor.

XXIV. SPECIFICATIONS AND STATEMENT OF RESPONSIBILITIES OF BOONE COUNTY

A. A designated representative of the Detention Facility staff will provide the Contractor with an order for a specific number of meals for each period.

B. Meals ordered, including sack lunches, medical diets, religious diets, and regular inmate meals shall constitute the meal counts for payment purposes.

C. **The County will provide, install, maintain, repair, and permit the Contractor to use the capital equipment, smallwares, kitchen utensils and serving supplies (not to include disposables as defined herein) which the County deems necessary for food service operation and related activities.** The County will replace equipment it

has provided, as it deems necessary, considering the average life of the equipment as determined by the manufacturer as well as an extraordinary circumstance.

D. The County will make available inmate crews of a reasonable number to assist in the preparation, service, processing, cleaning, etc., of the food service operation. The Contractor shall have the right of refusal of individual inmate workers for any reasonable cause. The County cannot guarantee the continuity of such service under conditions such as inmate strikes, mandatory lockdowns, riots, etc., and the Contractor may have to call upon outside services for short periods to assist in food service processing.

E. The County shall provide, at its own expense, all utilities necessary for the performance of food service operations. The County shall provide one phone in the Food Service Director's office for local calls only (long distance calls and fax/modem lines shall be at the expense of the Contractor) as well as an additional phone in the food service preparation area capable of communication within the Sheriff's Office and Jail Facility only.

F. The County will provide office space and the following furniture for the Contractor in the kitchen area: desk, desk chair, filing cabinet, bulletin board, and wastebasket. The Contractor must supply any other equipment and/or furniture. Such equipment must be inventoried and a copy of that inventory provided to the County.

G. The County shall provide all pest control services, as required.

XXV. INDEPENDENT CONTRACTOR

The Contractor and its employees, servants and agents shall be considered for purposes of this agreement to be an independent contractor. The Contractor, its employees, servants and agents are not and shall not be construed as or become employees of Boone County as a result of the performance of services as set under this agreement.

XXVIII. INDEMNIFICATION

To the extent permitted by law, Contractors shall defend, indemnify, and hold harmless the County and its agents and employees, from and against all claims, damages, losses and expense, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense: (1) is attributed to bodily injury, sickness, disease, or death or to destruction of tangible property (other than the work itself), including a loss of use resulting therefrom, and (2) is caused in whole or in party by any negligent, reckless or intentional act or omission by the Contractor or anyone for whose acts the Contractor may be liable, regardless of whether or not it was caused in part by a

party indemnified hereunder. In any and all claims against the county or any of its agents or employees by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by a limitation on the amount of, type of damages, compensation for benefits payable by or for the Contractors under workers compensation acts, liability benefit acts, or other employee benefit acts. Further, the Contractor hereby agrees to hold the County harmless and to indemnify it against and to reimburse them for any loss, damage, fines, costs, or expense, together with reasonable attorney's fees, which might or may occur by reason of the failure of the Contractor to observe and comply with the agreement and any and all statutes and ordinances.

XXIX. INSURANCE

The following minimum insurance coverage shall be held by the contractor, and any subcontractors, and all carriers shall have an A.M. Best rating of no less than A - 6:

A. Workers' Compensation

Coverage A:	Statutory
Coverage B:	$500,000 Each Accident
	$500,000 Each Employee
	$500,000 Policy Limit

B. Comprehensive General Liability Insurance

General Aggregate	$	2,000,000	
Products/Completed Operations	$	1,000,000	Per Occurrence
Personal & Advertising Injury	$	1,000,000	Per Occurrence
Each Occurrence	$	1,000,000	
Fire Damage (Any One Fire)	$	100,000	
Medical Expenses	$	10,000	

Coverage will include:

- ☐ Blanket Contractual
- ☐ Employees as Insured
- ☐ Broad Form Property Damage

C. Comprehensive Automobile Liability Insurance

Combined Single Limit	$	1,000,000

1. All owned, hired, or non-owned vehicles including the loading or unloading thereof.

D. Umbrella/Excess Liability Insurance

Limits of Liability:

Each Occurrence	$	2,000,000
Aggregate	$	2,000,000

1. In addition to the insurance coverage set forth in the contract documents, the Contractors shall maintain an Umbrella/Excess Liability policy with coverage for the same perils as covered under the primary policies, including any special requirements.

2. With respect to all insurance required herein, Contractors shall provide such insurance naming the County and its employees and agents as additional named insured, including coverage with respect to damages, losses, expense and claim, including attorney's fees; for all liability involving alleged bodily injury, all liability and property damage, liability based upon any claims brought against the County, its personnel, or suppliers or the employees thereof arising from whatsoever cause, relating to, arising out of or concerning the performance of the contracted function on the subject property.

BID SPECIFICATIONS

Number of Inmates	Price per Meal
71-80 inmates	$_____
81-90 inmates	$_____
91-100 inmates	$_____
101-110 inmates	$_____
111-120 inmates	$_____
121-130 inmates	$_____
131-140 inmates	$_____
141-150 inmates	$_____
Sum of per meal costs	$_____

Divide by increment (10)
(Example: Sum of meals = $5.00
$5.00/ 10 = $0.50)
***Equals Per Meal Count**
And Bid Price **$_____**

BID SPECIFICATIONS (CONTINUED)

*Please attach the following items:

- One (1) month menu of which would be used at a similar facility, including a nutritional analysis
- Reference list with telephone numbers of relevant food service contracts for comparable facilities.
- Financial report of previous fiscal year, being no more than (12) months old

Bidder has read and understands all matters related to this solicitation, and will comply with all specifications.

_____ _____

Signature of Representative Date

Name/Address of Bidder: _____

_____

_____