Food Service for Nevada State Veterans Home

Part IA - Technical Proposal

RFP: 3257

Morrison Community Living

400 Northridge Rd, Sandy Springs, GA 30350

Opening Date: July 21, 2016

Opening Time: 2:00 PM

morrison
Community Living

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Part IA – Technical Proposal	
RFP Title:	Food Services for Nevada State Veterans Home
RFP:	3257
Vendor Name:	Morrison Community Living
Address:	25 Golf Drive Aliso Viejo, Ca. 92656
Opening Date:	July 21, 2016
Opening Time:	2:00 PM

1. SUBMISSION CHECKLIST

This checklist is provided for vendor's convenience only and identifies documents that must be submitted with each package in order to be considered responsive. Any proposals received without these requisite documents may be deemed non-responsive and not considered for contract award.

Part IA– Technical Proposal Submission Requirements		**Completed**
Required number of Technical Proposals per submission requirements		7/19/2016
Tab I	Title Page	7/19/2016
Tab II	Table of Contents	7/19/2016
Tab III	Vendor Information Sheet	7/19/2016
Tab IV	State Documents	7/19/2016
Tab V	Attachment B – Technical Proposal Certification of Compliance with Terms and Conditions of RFP	7/19/2016
Tab VI	Section 3 – Scope of Work	7/19/2016
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Tab IX	Other Informational Material	7/19/2016
Part IB – Confidential Technical Submission Requirements		
Required number of Confidential Technical Proposals per submission requirements		
Tab I	Title Page	7/19/2016
Tabs	Appropriate tabs and information that cross reference back to the technical proposal	7/19/2016
Part II – Cost Proposal Submission Requirements		
Required number of Cost Proposals per submission requirements		
Tab I	Title Page	7/19/2016
Tab II	Cost Proposal	7/19/2016
Tab III	Attachment I - Cost Proposal Certification of Compliance with Terms and Conditions of RFP	7/19/2016
Part III – Confidential Financial Information Submission Requirements		
Required number of Confidential Financial Proposals per submission requirements		
Tab I	Title Page	7/19/2016
Tab II	Financial Information and Documentation	7/19/2016
CDs or Flash Drives Required		
One (1)	Master CD or Flash Drive with the technical and cost proposal contents only	7/19/2016
One (1)	Public Records CD or Flash Drive with the technical and cost proposal contents only	7/19/2016
Reference Questionnaire Reminders		
Send out Reference Forms for Vendor (with Part A completed)		7/19/2016
Send out Reference Forms for proposed Subcontractors (with Part A and Part B completed, if applicable)		7/19/2016

VENDOR INFORMATION SHEET FOR RFP 3257

Vendor Must:

A) Provide all requested information in the space provided next to each numbered question. The information provided in Sections V1 through V6 will be used for development of the contract;

B) Type or print responses; and

C) Include this Vendor Information Sheet in Tab III of the Technical Proposal.

V1	Company Name	Morrison Community Living

V2	Street Address	400 Northridge Road Suite 600

V3	City, State, ZIP	Sandy Springs, GA 30350

V4	Telephone Number		
	Area Code: 404	Number: 845-3330	Extension:

V5	Facsimile Number		
	Area Code: 404	Number: 845-3333	Extension:

V6	Toll Free Number		
	Area Code: 800	Number: 357-0012	Extension:

V7	***Contact Person for Questions / Contract Negotiations, including address if different than above***
	Name: Shawn Leary
	Title: Regional Vice President
	Address: 25 Golf Drive Aliso Viejo Ca. 92656
	Email Address: ShawnLeary@IAmMorrison.com

V8	Telephone Number for Contact Person		
	Area Code: 949	Number: 922-7009	Extension:

V9	Facsimile Number for Contact Person		
	Area Code: 949	Number: 271-2369	Extension:

V10	***Name of Individual Authorized to Bind the Organization***	
	Name: Shawn Leary	Title: Regional Vice President

V11	Signature ***(Individual must be legally authorized to bind the vendor per NRS 333.337)***	
	Signature:	Date: 7-15-16

ATTACHMENT A – CONFIDENTIALITY AND CERTIFICATION OF INDEMNIFICATION

Submitted proposals, which are marked "confidential" in their entirety, or those in which a significant portion of the submitted proposal is marked "confidential" **will not** be accepted by the State of Nevada. Pursuant to NRS 333.333, only specific parts of the proposal may be labeled a "trade secret" as defined in NRS 600A.030(5). All proposals are confidential until the contract is awarded; at which time, both successful and unsuccessful vendors' technical and cost proposals become public information.

In accordance with the Submittal Instructions of this RFP, vendors are requested to submit confidential information in separate binders marked "**Part I B Confidential Technical**" and "**Part III Confidential Financial**".

The State will not be responsible for any information contained within the proposal. Should vendors not comply with the labeling and packing requirements, proposals will be released as submitted. In the event a governing board acts as the final authority, there may be public discussion regarding the submitted proposals that will be in an open meeting format, the proposals will remain confidential.

By signing below, I understand it is my responsibility as the vendor to act in protection of the labeled information and agree to defend and indemnify the State of Nevada for honoring such designation. I duly realize failure to so act will constitute a complete waiver and all submitted information will become public information; additionally, failure to label any information that is released by the State shall constitute a complete waiver of any and all claims for damages caused by the release of the information.

This proposal contains Confidential Information, Trade Secrets and/or Proprietary information as defined in ***Section 2 "ACRONYMS/DEFINITIONS."***

Please initial the appropriate response in the boxes below and provide the justification for confidential status.

Part IB – Confidential Technical Information			
YES		NO	X
Justification for Confidential Status			

A Public Records CD or Flash Drive has been included for the Technical and Cost Proposal			
YES		NO (See note below)	X
Note: By marking "NO" for Public Record CD or Flash Drive included, you are authorizing the State to use the "Master CD or Flash Drive" for Public Records requests.			

Part III – Confidential Financial Information			
YES		NO	X
Justification for Confidential Status			

Morrison Community Living
Company Name

Signature

Shawn Leary
Print Name

7-15-16
Date

This document must be submitted in Tab IV of vendor's technical proposal

ATTACHMENT C – VENDOR CERTIFICATIONS

Vendor agrees and will comply with the following:

(1) Any and all prices that may be charged under the terms of the contract do not and will not violate any existing federal, State or municipal laws or regulations concerning discrimination and/or price fixing. The vendor agrees to indemnify, exonerate and hold the State harmless from liability for any such violation now and throughout the term of the contract.

(2) All proposed capabilities can be demonstrated by the vendor.

(3) The price(s) and amount of this proposal have been arrived at independently and without consultation, communication, agreement or disclosure with or to any other contractor, vendor or potential vendor.

(4) All proposal terms, including prices, will remain in effect for a minimum of 180 days after the proposal due date. In the case of the awarded vendor, all proposal terms, including prices, will remain in effect throughout the contract negotiation process.

(5) No attempt has been made at any time to induce any firm or person to refrain from proposing or to submit a proposal higher than this proposal, or to submit any intentionally high or noncompetitive proposal. All proposals must be made in good faith and without collusion.

(6) All conditions and provisions of this RFP are deemed to be accepted by the vendor and incorporated by reference in the proposal, except such conditions and provisions that the vendor expressly excludes in the proposal. Any exclusion must be in writing and included in the proposal at the time of submission.

(7) Each vendor must disclose any existing or potential conflict of interest relative to the performance of the contractual services resulting from this RFP. Any such relationship that might be perceived or represented as a conflict should be disclosed. By submitting a proposal in response to this RFP, vendors affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest will automatically result in the disqualification of a vendor's proposal. An award will not be made where a conflict of interest exists. The State will determine whether a conflict of interest exists and whether it may reflect negatively on the State's selection of a vendor. The State reserves the right to disqualify any vendor on the grounds of actual or apparent conflict of interest.

(8) All employees assigned to the project are authorized to work in this country.

(9) The company has a written equal opportunity policy that does not discriminate in employment practices with regard to race, color, national origin, physical condition, creed, religion, age, sex, marital status, sexual orientation, developmental disability or handicap.

(10) The company has a written policy regarding compliance for maintaining a drug-free workplace.

(11) Vendor understands and acknowledges that the representations within their proposal are material and important, and will be relied on by the State in evaluation of the proposal. Any vendor misrepresentations shall be treated as fraudulent concealment from the State of the true facts relating to the proposal.

(12) Vendor must certify that any and all subcontractors comply with Sections 7, 8, 9, and 10, above.

(13) The proposal must be signed by the individual(s) legally authorized to bind the vendor per NRS 333.337.

Morrison Community Living

Vendor Company Name

Vendor Signature

SHAUN LEARY

Print Name

7-15-16

Date

This document must be submitted in Tab IV of vendor's technical proposal

ATTACHMENT J – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

By: _____ 7-15-16
Signature of Official Authorized to Sign Application — Date

For: MORRISON COMMUNITY LIVING
MORRISON MANAGEMENT SPECIALISTS, INC - DBA
NEVADA VETRAN'S HOME DINING SERVICES
Vendor Name

Project Title

This document must be submitted in Tab IV of vendor's technical proposal

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/06/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies)must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Willis of North Carolina, Inc.
c/o 26 Century Blvd.
P. O. Box 305191
Nashville, TN 37230-5191

CONTACT NAME:
PHONE (A/C, NO, EXT): 877-945-7378 FAX (A/C, NO): 888-467-2378
E-MAIL ADDRESS: certificates@willis.com

INSURED

Morrison Management Specialists, Inc
2400 Yorkmont Road
Charlotte, NC 28217-4611

INSURER(S)AFFORDING COVERAGE	NAIC #
INSURER A: National Union Fire Ins. Co. of Pittsburg	19445-001
INSURER B: New Hampshire Insurance Company	23841-001
INSURER C: ACE Property & Casualty Insurance Company	20699-001
INSURER D: National Union Fire Ins. Co. of Pittsburg	19445-003
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 24536526 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			3333262	9/30/2015	9/30/2016	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurence)	$ 1,000,000
	X Contractual Liability						MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 10,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 5,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			AOS 7469850	9/30/2015	9/30/2016	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
B	X ANY AUTO			MA 7469851	9/30/2015	9/30/2016	BODILY INJURY(Per person)	$
A	ALL OWNED AUTOS / SCHEDULED AUTOS			VA 7469858	9/30/2015	9/30/2016	BODILY INJURY(Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
	X Self Ins. Phy Damage							$
C	X UMBRELLA LIAB X OCCUR			XOOG27738631	9/30/2015	9/30/2016	EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 10,000,000
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			024781061	9/30/2015	9/30/2016	X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					E.L. EACH ACCIDENT	$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	$ 2,000,000
D	Liquor Liability			3333263	9/30/2015	9/30/2016	$ 1,000,000 Each Common Cause $10,000,000 Aggregate	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additonal Remarks Schedule, may be attached if more space is required)

See Attached

CERTIFICATE HOLDER

The Nevada State Veterans Home
100 Veterans Memorial Drive
Boulder City, NV 89005

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Coll:4925640 Tpl:1993201 Cert:24536526

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AGENCY CUSTOMER ID: 22011126

LOC#:

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Willis of North Carolina, Inc.		Morrison Management Specialists, Inc 2400 Yorkmont Road Charlotte, NC 28217-4611
POLICY NUMBER See First Page		
CARRIER See First Page	NAIC CODE	EFFECTIVE DATE: See First Page

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Garagekeepers
Carrier: National Union Fire Ins. Co. of Pittsburgh, PA
NAIC 19445-001
Policy No. 7469850
Policy Period: 09/30/2015 to 09/30/2016
Limit: $1,500,000

SIR applies per terms and conditions of the policy.

The Umbrella Policy follows the Primary Insurance coverage captioned above subject to the policy terms and conditions.

The State of Nevada is included as an Additional Insured as respects to General Liability and Auto Liability, where required by written contract.

It is further agreed that coverage under the General Liability shall be Primary and Non-Contributory with any other Insurance in force for or which may be purchased by Additional Insured where required by written contract

Waiver of Subrogation in favor of The State of Nevada as respects to Workers Compensation policy where required by written contract and permitted by law.

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Compass Group USA, Inc.
Policy Term: 09/30/2015 to 09/30/2016
Workers' Compensation and Employers Liability Policies

Coverage	Policy Number	Carrier	WC Coverage	EL Limits
Work Comp/EL	24781061	New Hampshire Insurance Company NAIC 23841-001 Policy Covers States of: AL, AR, CO, CT, DC, DE, GA, HI, IA, ID, IN, KS, LA, MD, MI, MO, MS, MT, NE, NM, NV, NY, OK, OR, RI, SC, SD, TN. TX. WV.	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	24781072	New Hampshire Insurance Company NAIC 23841-001 Policy Covers States of: AK, AZ, IL, KY, NC, NH, NJ, PA, UT, VA, VT	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	28471064	New Hampshire Insurance Company NAIC 23841-001 Policy Covers States of: MA, WI Stop Gap Coverage: ND, OH, WA, WY	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	24781068	National Union Fire Insurance Company of Pittsburgh NAIC 19445-001 Policy Covers State of CA	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	24781062	Illinois National Insurance Company NAIC 23817-001 Policy Covers State of FL	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	24781065	New Hampshire Insurance Company NAIC 23841-001 Policy Covers State of ME	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	24781063	New Hampshire Insurance Company NAIC 23841-001 Policy Covers State of MN	Statutory	$2,000,000 Bodily Injury by Accident - Each Accident $2,000,000 Each Employee Bodily Injury by Disease $2,000,000 Policy Limit Bodily Injury by Disease

SECRETARY OF STATE

STATE OF NEVADA

NEVADA STATE BUSINESS LICENSE

MORRISON MANAGEMENT SPECIALISTS, INC.

Nevada Business Identification # NV20011302439

Expiration Date: May 31, 2017

In accordance with Title 7 of Nevada Revised Statutes, pursuant to proper application duly filed and payment of appropriate prescribed fees, the above named is hereby granted a Nevada State Business License for business activities conducted within the State of Nevada.

Valid until the expiration date listed unless suspended, revoked or cancelled in accordance with the provisions in Nevada Revised Statutes. License is not transferable and is not in lieu of any local business license, permit or registration.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on May 11, 2016

Barbara K. Cegavske

BARBARA K. CEGAVSKE
Secretary of State

You may verify this license at www.nvsos.gov under the Nevada Business Search.

License must be cancelled on or before its expiration date if business activity ceases. Failure to do so will result in late fees or penalties which by law cannot be waived.

POST IN A CONSPICUOUS PLACE

BUSINESS LICENSE
City of Boulder City
401 California Ave.
Boulder City, NV 89005
(702) 293-9219

License Number
2046

THIS LICENSE EXPIRES 06/30/2017

CATEGORY: ADMINISTRATIVE SERVICES
TYPE: ADMIN & GENERAL MGMT CONSULTIN

TRETTCO INC
TRETTCO INC
#16142 ATTN: TAX & LICENSE
4721 MORRISON DR #300
MOBILE, AL 36609

LICENSE IS HEREBY GRANTED IN ACCORDANCE WITH THE PROVISIONS OF THE BOULDER CITY MUNICIPAL CODE, TO OPERATE THE BUSINESS DESIGNATED HEREON AT THE ADDRESS BELOW.

Business Address: 100 VETERANS MEMORIAL DRIVE BOULDER CITY NV 89005

Date Issued:

By_____ LICENSE OFFICER AMOUNT PAID: 100.00
Brady Prestwich

This License is NOT Transferable

License Copy

KEEP THIS COPY FOR YOUR RECORDS	**BUSINESS LICENSE** **City of Boulder City** **THIS LICENSE EXPIRES 06/30/2017**	License Number 2046

DBA: TRETTCO INC
Business Owner: TRETTCO INC
#16142 ATTN: TAX & LICENSE
4721 MORRISON DR #300
MOBILE, AL 36609

CATEGORY: ADMINISTRATIVE SERVICES
TYPE: ADMIN & GENERAL MGMT CONSULTIN
BUSINESS ADDRESS:
100 VETERANS MEMORIAL DRIVE BOULDER CITY NV 89005

BUSINESS LICENSE

LICENSE IS HEREBY GRANTED IN ACCORDANCE WITH THE PROVISIONS OF THE BUSINESS LICENSE ORDINANCE, TO OPERATE THE BUSINESS DESIGNATED HEREON AT THE ADDRESS BELOW FOR THE PERIOD SHOWN.

Date Issued:

By_____ LICENSE OFFICER
Brady Prestwich

ATTACHMENT B – TECHNICAL PROPOSAL CERTIFICATION OF COMPLIANCE WITH TERMS AND CONDITIONS OF RFP

I have read, understand and agree to comply with ***all*** the terms and conditions specified in this Request for Proposal.

YES X I agree to comply with the terms and conditions specified in this RFP.

NO _____ I do not agree to comply with the terms and conditions specified in this RFP.

If the exception and/or assumption require a change in the terms in any section of the RFP, the contract, or any incorporated documents, vendors ***must*** provide the specific language that is being proposed in the tables below. If vendors do not specify in detail any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Morrison Community Living
Company Name

Signature

SHAUN LEARY
Print Name

7-15-16
Date

Vendors MUST use the following format. Attach additional sheets if necessary.

EXCEPTION SUMMARY FORM

EXCEPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	EXCEPTION (Complete detail regarding exceptions must be identified)

ASSUMPTION SUMMARY FORM

ASSUMPTION #	RFP SECTION NUMBER	RFP PAGE NUMBER	ASSUMPTION (Complete detail regarding assumptions must be identified)

This document must be submitted in Tab V of vendor's technical proposal

1. SCOPE OF WORK

The vendor will prepare and distribute three (3) meals (breakfast, lunch, and dinner) per day each day of the year, maintain a supply of nutritional snacks in the nutrition kitchens for residents as needed and provide nutritional snacks for resident activities. The number of meals in the RFP are estimated based on current and projected information available at the time the RFP was developed. However, fluctuations in funding, census, program evaluation, and other factors affect the actual number of meals served. There is no way to guarantee the estimated number of meals in the RFP will not increase or decrease during the term of the contract. NSVH has been over 160 residents for the last 4 years. If the awarded vendor needs to set a threshold for re-negotiation, that could be done at contract negotiation when the vendor is selected.

All specifications listed in this scope of work must meet standards set forth in this scope and/or Federal and State regulations for skilled nursing facilities, whichever is higher. Proposals must include a guaranteed sliding scale meal rate based on resident census, as well as the percentage markup of raw foods and snacks.

Vendor will not have any clinical responsibilities.

1.1 MAXIMUM NUMBER OF MEALS

The maximum number of resident meals is 193,815 (177 residents x 3 meals x 365 days).

1.1.1 Maximum meals served using trays and transporting in carts to serving area in memory impaired unit is 64,605 (60 residents x 3 meals x 365 days);

1.1.2 Maximum meals served using steam tables in dining rooms is 129,210 meals (118 residents x 3 meals x 365 days);

1.1.3 Current census is 165 residents or 180,675 meals annually;

1.1.4 Projected operating census is 172 residents or 188,340 meals annually; and

1.1.5 Proposal may include a separate billing methodology for raw food costs of nutritional snacks maintained in the nutrition kitchens and for activities.

1.1.6 For Department of Veterans Affairs requirements (State Home Inspection Standards – Nursing Home), click on the link below:

http://www.warms.vba.va.gov/Regs/38CFR/BookI/Part51/s51_140.doc.

1.1.7 Official copies of current Medicaid/Medicare Standards (483.35 Dietary Services) can be accessed at: https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_pp_guidelines_ltcf.pdf

1.2 FOOD STANDARDS (*understood*)

Service excellence through programs of standardized preparation, serving and cleaning are to be maintained. The following minimum standards shall apply:

1.2.1 All food shall be garnished, if practical

1.2.2 The quantity and quality of the food should be similar for each resident (including pureed food). In addition, the nutrition kitchen in each unit should be well-stocked for hungry residents;

1.2.3 All hot foods must reach the participants hot (>140ºF), and all cold foods must reach the participants cold (<40ºF);

1.2.4 The same level of quality ingredients must be maintained throughout the vendor's operation; and

1.2.5 Housekeeping and sanitation programs shall meet and be maintained within the highest standards of cleanliness.

1.3 FOOD AND SUPPLIES SPECIFICATIONS (*understood*)

All food and supplies purchased shall be in conformance with any minimum standards of Federal and State specifications not otherwise stated herein.

Nevada State Veterans Home shall periodically, or as deemed necessary, inspect the vendor's inventory of food and supplies to determine if the following food standards are being maintained:

1.3.1 Meat: Beef, USDA inspected, select or choice grade. 15%-18% maximum fat content in ground beef products. Only beef patties may contain limited amounts of vegetable protein (soy flour);

1.3.2 Veal and Lamb: USDA inspected, choice;

1.3.3 Pork and Poultry: USDA inspected, Grade A;

1.3.4 Eggs and Dairy Products: USDA, Grade A, pasteurized. Milk alternatives will contain protein, calcium, Vitamin D comparable to cow's milk (i.e. soy milk);

1.3.5 Frozen Foods: USDA, Grade A;

1.3.6 Fresh Produce: US number 1 quality;

1.3.7 Canned Foods: fancy and choice quality canned food. No home-canned vegetables, meats, or fish. Fruit to be juice pack or light syrup;

1.3.8 Mayonnaise: regular, light, or low fat;

1.3.9 Salad dressing: regular, low-fat, and low-calorie variety;

1.3.10 Vendor shall maintain rigid procurement procedures throughout the entire process of purchasing, receiving, storage, and inventory of all foods and direct supplies related to food production, service, and management applicable to this agreement;

1.3.11 Guidelines for food storage:

1.3.11.1 Dry storage, 50 degrees F to 70 degrees F;

1.3.11.2 Refrigerated storage, 40 degrees F or lower; and

1.3.11.3 Freezer storage, 0 degrees F or lower.

1.3.12 Storage temperatures shall be recorded daily in a log and made available to facility upon request;

1.3.13 All utensils, including dishes, glass, and silverware shall be properly cleaned and sanitized after each use and protected from dust or other contamination;

1.3.14 The vendor shall keep on file manufacturers' specifications on convenience food items and pre-packaged mixes served at all meals and snacks, including sack meals, for nutritional content, i.e. grams of protein, fat carbohydrate, sodium, cholesterol, iodine, and other pertinent information; and

1.3.15 Nevada State Veterans Home is to receive credit or exchange for food or supplies served in the event the food or supplies exceed an expiration date or spoil prior to expiration date. Examples are pre-packaged cereals, chips

and snacks, milk and milk products, nutritional supplements, and other food supplies.

1.4 MENU PLANNING (*understood*)

Vendor shall provide, at a minimum, the following menu planning capabilities:

1.4.1 Provide at a minimum of twice per year a proposed six (6)-month cycle menu (no less than 6 week cycles) to Nevada State Veterans Home for review, at least one (1) month prior to serving dates. The proposed menu will include a computerized nutritional analysis of regular and therapeutic diets. The menu will be reviewed and approved by the Nevada State Veterans Home's Administrator and the State's Registered Dietitian, and reviewed by the Resident Food Committee prior to serving dates. The following schedule shall apply (beginning serving dates):

1.4.1.1 Fall/Winter - October 1; and

1.4.1.2 Spring/Summer - April 1. (***sample menu in section 1B***)

1.4.2 Menu substitutions of similar nutritional and caloric value shall be submitted to the State's Registered Dietitian for approval prior to serving. In the case of emergency situations, only like items will be accepted. Example: meat for meat, green vegetable for green vegetable;

1.4.3 The vendor should plan two (2) special event meals per month; (***understood-will do)***

1.4.4 A written policy statement and procedure relative to menu substitution shall be developed by the vendor and approved by facility;

1.4.5 Menus must be planned to meet nutritional needs as recommended by the dietary allowances of the food and requirements of the U.S. Department of Agriculture, Food & Nutrition Service;

1.4.6 Total available calories should be distributed in the following manner: 15-18% protein, 25-30% fat, and 55-60% carbohydrates. Except where diet orders prohibit it, regular and special diet menus will include a minimum of 25g of fiber per day emphasizing complex whole food fiber and carbohydrate sources. For example: fresh fruit, salads, cooked vegetables, beans, lentils, corn, squash, potatoes with skins, and whole grain bread and cereal products; and

1.4.7 The American Dietetic Association Manual of Clinical Dietetics and exchange lists for meal planning will be used as a guide in planning all regular and therapeutic diets. One copy of this manual will be purchased

by the vendor and kept in the kitchen by the vendor. Therapeutic diets will meet the medical and clinical needs and cultural and ethnic characteristics of the residents as prescribed by the medical staff or the Interdisciplinary Team. Some diets may require increased amounts of food over the standard diet. Increased food as a result of high caloric meals is canceled out by low caloric meals and shall not be an added charge.

1.4.8 Menus shall include the following minimum servings of food daily

1.4.8.1 Seven (7) ounces of cooked meat/meat alternatives;

1.4.8.2 Three (3) servings of fruits;

1.4.8.3 Four (4) servings of vegetables;

1.4.8.4 Eight (8) servings of bread/cereals (4 to 8 per day high fiber products);

1.4.8.5 One (1) pint cow's milk or milk substitute, or other fluids per physician's order;

1.4.8.6 Eight (8) ounces of decaffeinated coffee as requested;

1.4.8.7 Eight (8) ounces of soda, lemonade or decaffeinated iced tea; and

1.4.8.8 Servings shall be defined as the size listed as one exchange as defined by the exchange list for meal planning and the American Diabetic Association. The minimum caloric level for a regular diet of three (3) meals shall be 2,000 calories.

1.4.9 Special menu items will be planned for holidays and special occasions. Monthly special menus shall also be planned. These special menu items will be approved by the Administrator. Decorated individual birthday cakes will be provided on residents' birthdays at no additional charge;***)***

1.4.10 Menus shall include at least seven (7) fresh fruit or vegetable items per week that must be more substantial than shredded lettuce; and

1.4.11 Menus shall include sugar free items for diabetic residents and any other menu items required to meet the needs of residents on therapeutic diets.

1.5 FOOD PRODUCTION *(understood*)

Vendor shall meet the following minimum requirements in regard to food production:

1.5.1 Maintain hot food temperatures at a minimum of 140 degrees Fahrenheit or cold food temperatures at a maximum of 40 degrees Fahrenheit at the point of service;

1.5.2 Food temperatures and the dates and times taken shall be recorded daily in a log book at the time the food leaves the production area;

1.5.3 Food production order records shall be maintained to ensure the correct ordering of raw products;

1.5.4 Food items shall be displayed and garnished for maximum visual appeal;

1.5.5 Menu items shall be prepared only from standardized recipes. A master copy accessible to facility shall be kept on file in a printed format. Standardized records shall prescribe quantity to be prepared in compliance with established portion control procedures;

1.5.6 Food shall be prepared by methods that conserve maximum nutritive value and flavor;

1.5.7 Maintain at all times a clean, neat, and orderly serving area;

1.5.8 Maintain at all times a clean, sanitary, and safe work environment;

1.5.9 A specific cleaning schedule will be developed, posted in a conspicuous location, maintained and verified by vendor;

1.5.10 Ensure at all times that employees maintain a high degree of personal cleanliness, hygiene, and proper attire, per Federal and State regulations;

1.5.11 Develop and maintain written policy and procedure statements relative to food production and sanitation, submitting a copy to facility for review and approval;

1.5.12 Provide, at vendor's expense, drinking straws and/or paper cups, tray liners, sturdy disposable plastic eating utensils, napkins and other paper products, salt, pepper, sugar, catsup, mustard, mayonnaise, and all other condiments normally served with meals, including alternatives for therapeutic diets. Family-style containers or portion-controlled packaged condiments will be provided upon request. Currently, family-sized containers are provided to dining rooms, while smaller, portion-controlled packaging is used with meals sent to individual rooms;

1.5.13 Vendor shall provide adequate storage for specialty food items, supplements, and regular and emergency food inventories; and

1.5.14 Prepare all meals under this agreement at the facility. The vendor may not use the facility to provide service to outside facilities.

1.6 DISTRIBUTION (*understood*)

Vendor shall deliver food to residents at appropriate times, temperatures and portion sizes with an appealing presentation.

1.6.1 Vendor shall determine the breakfast, lunch, and dinner menus;

1.6.2 Written procedures for transporting food from kitchen to dining room(s) shall be developed by vendor and approved by facility, following Federal and State regulations;

1.6.3 Vendor employees will handle all plating and serving of food in the confines of the dining room;

1.6.4 Meal schedules shall be developed and agreed upon, in writing, by facility and vendor. Delivery schedules will comply with Federal and State regulations for the length of time allowed between meals. Vendor will offer two (2) seatings per meal in order to accommodate as many capable residents as possible in the main dining room;

1.6.5 A delivery schedule for raw food snack items will be established by the vendor and facility. A listing of available raw food snacks shall be negotiated by the vendor and facility. The listing, in agreed-upon format, shall be provided to each department head for the purpose of placing weekly orders. The Home has tried to maintain a "healthy snack" approach regarding specific items on the snack carts and in the nutrition kitchens. But there are still items like ice cream or pudding available, as well as sandwiches and yogurt. Generic items are fine IF the residents like them and will eat them. Some of these decisions are made at request of the Resident Council;

1.6.5.1 The food service vendor will be responsible for stocking and securing snack food items when "snack carts" are not in use. The nutrition kitchens are kept locked and only opened for residents at their request. Vendor will maintain an adequate supply of snacks to meet resident's needs, including the weekend. Snack items have never run out before the weekend. The current vendor receives food deliveries on Friday – restocking their supplies. Their employees restock

the nutrition kitchens during weekend periods just like the weekday process.

1.6.6 Vendor will provide fresh fruit on snack carts, at a central location on each neighborhood, and in the main dining room on a continuing basis. This fruit should include, at a minimum, apples, bananas, and oranges;

1.6.7 Vendor will maintain snack carts – purchased by the Home and serviced by the vendor – for snack periods on each neighborhood. Specific times will be set for the use of the carts. (These are expected to be: 10:00 a.m., 2:00 p.m., and 8:00 p.m.) Clinical staff will take possession of the carts at the neighborhoods, and offer snacks to residents;

1.6.8 Ensure meals, trays conserves nutritional values, flavor and appearance (appropriate for portion sizes, maintenance of temperature, and integrity of food served), and food and beverage containers are adequately identified and assembled so each person receives the appropriate diet at temperatures required by regulation; and

1.6.9 A formal diet card or tray ticket system, electronic or otherwise, must be provided and maintained by the vendor in order to keep track of the facility's census and diet orders and to ensure all residents are provided with accurate meal trays at each meal period.

1.7 QUALITY ASSURANCE (*understood*)

A program of Quality Assurance shall be developed by the vendor and approved by the facility. The program shall include at a minimum:

1.7.1 A written quality assurance policy and plan that effectively interfaces with the quality improvement and food service monitoring practices in place at the facility within one (1) month of contract inception;

1.7.2 All reports must be provided to the Facility Administrator;

1.7.3 Vendor will allow facility access to quality assurance-related documentation that is developed and maintained to comply with items 3.7.4 and 3.7.5 below;

1.7.4 A quarterly written report of results of qualitative monitoring of meal temperatures, presentation, taste, cleanliness, overall quality and portion compliance must be provided to the Facility Administrator by the 15th of the month following the end of each quarter;

1.7.5 Vendor will maintain operational monitors (e.g. daily temperature log in an approved format) of main kitchen refrigerators, and nutrition kitchen

refrigerators, etc. as required by applicable State and Federal standards for food management services;

1.7.6 Vendor will participate in the Home Residents' Council meeting as well as the Resident Food Committee meeting each month. The Residents' Council plans the "special meal" each month, and the Resident Food Committee is a forum to provide the food service vendor with concerns, needs, and requests about food service from the residents; and

1.7.7 Provision of one (1) of each meal daily, at vendors' expense, for quality monitoring by the facility's staff. Facility shall evaluate and provide written comments to the vendor.

1.8 INVENTORY (*understood*)

1.8.1 Vendor shall be responsible for care, safekeeping, and appropriate utilization of all food service goods purchased or delivered for use in facility;

1.8.2 Inventories on non-commodity food items shall be maintained in a manner like 3.7.3, and should be available to the Nevada State Veterans Home on request;

1.8.3 Nevada State Veterans Home reserves the right to inspect and verify inventories;

1.8.4 A physical inventory of kitchen contents and inspection of the physical plant shall be conducted by the vendor and Nevada State Veterans Home on the effective date of the contract and a written report shall be prepared. A written report listing all kitchen equipment, utensils, serving items, office equipment, and condition of the physical plant shall be taken not less than once each calendar year by the vendor and submitted to Nevada State Veterans Home. Equipment inventories shall be updated annually on the anniversary of the contract, and submitted to Nevada State Veterans Home Administrator;

1.8.4.1 Vendor shall certify that inventory is correct and shall include a shortage listing. The vendor shall replace items included in the shortage listing;

1.8.4.2 Vendor shall certify the condition of the physical plant and shall include a listing of all repairs and/or replacement; and

1.8.4.3 An inspection of the physical plant and contents shall be conducted by the vendor and Nevada State Veterans Home on the last date of operation identified under the Term of

Agreement section. A written report will be prepared. Vendor shall replace or repair items as identified in the report.

1.8.5 Food supplies shall be held and stored under proper temperatures and conditions as defined by Federal and State regulations.

1.9 MAINTENANCE, REPAIR, AND REPLACEMENT OF STATE-OWNED EQUIPMENT AND PHYSICAL PLANT (*understood)*

1.9.1 Vendor shall be responsible to provide and pay for all maintenance promptly, including repairs to and replacement of equipment and/or fixtures for damages other than normal wear and tear. This listing may also include, but is not limited to: floor and floor coverings; wall surfaces; mechanical, electrical, heating, and fixtures; plumbing; food receiving and transportation; preparation and cooking equipment; dish and pot washing fixtures and equipment; disposers; freezers and refrigerators, including compressors and motors; HVAC; duct and water systems, except for preventive maintenance agreements as defined in. Vendor shall maintain grease traps and interceptors in a manner that prevents the flow of grease past the containment system and into main sewer lines. The intent of this section is to cover "any" repairs that might be needed on any such system that the vendor might come into contact with and might be damaged in some way.

1.10 VENDOR QUALIFICATIONS

Vendors' response must indicate the ability to perform the duties contained herein with minimum involvement of facility staff. (***understood)***

Vendors must possess the following qualifications in order for their proposals to be considered. Each item listed below must be addressed and documented; **evidence or proof that vendor meets the qualifications must be submitted with their proposal.**

1.10.1 Vendor must have at least five (5) years of experience in contract Food Management Services;

1.10.2 Vendor must have managed at least one (1) Food Management Service operation for a health care facility with 100 licensed beds or more for at least three (3) years;

1.10.3 Experience in management of Food Services to skilled nursing facilities is desirable; and

1.10.4 Vendor shall submit a minimum of three (3) references. Reference sources shall include past and current contracts with health care or other facilities. **Vendors are required to use Reference Questionnaire *Attachment F*.**

1.11 STATUTORY/LICENSURE REQUIREMENTS

Vendor shall meet the following requirements: (***understood)***

1.11.1 Vendor must possess a Boulder City business license and a State of Nevada Business license from the Secretary of State's office prior to beginning work on this contract; (***included in section 1B)***

1.11.2 Vendor's dietary manager and cooks must be "Serve Safe" certified; (***understood***)

1.11.3 NRS 446.870 and 446.875 – NSVH will provide the required food service establishment permit;

1.11.4 All applicable **original** licenses and permits for operations at the facility shall be posted as required by regulation(s);

1.11.5 Vendor shall pay any and all taxes, permits, or licensing fees required by regulatory entities to perform services under this agreement;

1.11.6 Vendor shall comply with all Federal, State, and local regulations regarding food operations in a skilled nursing facility, including but not limited to: delivery, handling, dietary, nutrition and sanitary standards;

1.11.7 Vendor shall warrant that all policies and procedures of vendor will be acceptable to and in compliance with all Federal, State, and local regulations regarding food operations in a skilled nursing facility;

1.11.7.1 Regulations may include but are not limited to: Department of Veterans Affairs (VA), Joint Commission on Accreditation of Health Care Organizations (JCAHO), Bureau of Health Care Quality & Compliance (HCQC), Infection Control Association; and

1.11.7.2 Nevada Administration Code, Chapters 446 and 449, Sub-chapter E, Standards and Certification T42, CFR 482.28, Medicaid Services Manual (42C CFR 483.480), USDA Standards.

1.11.8 Vendor and its subcontractors shall comply with all terms, conditions, and requirements of Title 42 U.S.C., The Clean Air Act, and Title 33 U.S.C., The Clean Water Act; and

1.11.9 Vendor and its subcontractors shall comply with all terms, conditions, and requirements of Title 41 U.S.C. The Drug Free Workplace Act.

1.12 STATUS OF VENDOR

1.12.1 Vendor shall be recognized as an independent contractor within the meaning of the definition of same by NRS 284.173, and as such is not entitled to any or all of the benefits or privileges of an employee or officer of the State of Nevada.

1.13 RESTRICTIONS (*understood)*

Any agreement, written or oral, between the vendor and parties other than the facility, where such agreements involve the facility, is prohibited without the express written consent of the Facility Administrator or his/her designee.

1.13.1 Any use of the kitchen facilities by vendor for purposes other than those pursuant to this agreement is prohibited without the express written consent of Nevada State Veterans Home;

1.13.2 Vendor shall not purchase, store, or dispense any alcoholic beverages, drugs, or other controlled substances on the premises of the NSVH;

1.13.3 Vendor shall ensure that all information concerning NSVH is confidential and access is limited to persons specifically authorized by the individual or a legally qualified representative; and

1.13.4 The use of subcontractors by the vendor is specifically prohibited without prior written approval from the NSVH Administrator or his/her designee.

1.14 INSPECTIONS (*understood)*

Nevada State Veterans Home shall reserve the right, but shall have no affirmative obligation, to have a designated representative for NSVH review, inspect, and evaluate the operation and condition of the food service facilities at any time with respect to the quantity and quality of food served, the methods of service, food costs, the hours of meal service, and generally with respect to the safety, sanitation, and maintenance of the facilities and equipment, all of which shall be maintained at levels satisfactory to NSVH. Any discrepancies found shall be corrected by the vendor to State or Federal guidelines within twenty-four hours of discovery of the discrepancy.

1.14.1 Nevada State Veterans Home shall reserve the right to make reasonable policies, from time to time, with respect to food service-related matters;

1.14.2 Vendor shall comply with all current Federal, State, and local health and sanitation regulations, including any which may become effective during the effective period of this agreement;

1.14.3 Vendor shall keep on file at the facility, written reports of inspections by Federal, State, and local authorities with internal reviews and notations made of actions taken by vendor to comply with recommendations and requirements. All inspection reports, including corrective actions, shall be provided to the Administrator or his designee at NSVH upon receipt;

1.14.4 Vendor shall submit to all surveys/reviews, e.g. HCQC, VA, JCAHO, Medicaid, HCFA, OSHA, Department of Education, Clark County Health District, etc., during the term of this agreement; and

1.14.5 Vendor shall be responsible for payment of monetary sanctions levied by regulatory agencies for deficiencies related to the vendor's responsibility as defined herein.

1.15 EQUIPMENT (*understood)*

The vendor and Nevada State Veterans Home shall jointly participate in a walk-through inspection to inventory and record the quantity and condition of dishes, trays, bulk containers, pots, pans, cooking utensils, silverware, linen, food service equipment, fixtures, and the physical plant owned by the State of Nevada at the commencement and termination of this agreement. A copy of the inspection reports shall be provided to both parties.

1.15.1 Vendor shall, at vendor's expense, provide, maintain, repair, and supply the following:

1.15.1.1 Outside phone line and telephone;

1.15.1.2 Computer for use by employees of the vendor;

1.15.1.3 Fax machine;

1.15.1.4 Any other equipment required by vendor; and

1.15.1.5 All office supplies required by the vendor.

1.15.2 Vendor is responsible for scheduling and payment of required cleaning of the exhaust hood as needed. The vendor's chosen subcontractor must be

approved by the Facility Administrator or his/her designee prior to commencement of hood cleaning work;

1.15.3 Vendor is responsible for scheduling the cleaning of all refuse traps in dishwashing equipment;

1.15.4 Vendor is responsible for scheduling the cleaning of the cupboards and refrigerator in the small satellite, or nutrition, kitchens;

1.15.5 Vendor is responsible for scheduling and payment for maintenance of the grease trap and all related equipment. The vendor's chosen subcontractor must be approved by the Facility Administrator or his/her designee prior to commencement of work;

1.15.6 Vendor must submit a written request to the Facility Supervisor or his/her designee for repair of equipment prior to work being performed; otherwise, vendor shall be responsible for payment of repair. In emergency situations, vendor must notify the facilities maintenance personnel on call and follow up with a written request;

1.15.7 Facility is responsible for the repair/replacement of equipment due to normal wear and tear only;

1.15.8 Vendor is responsible for the repair or replacement of equipment if damage is caused by negligence and/or abuse. If facility and vendor do not agree regarding cause of any damage to equipment (wear and tear vs. neglect or abuse), the facility's decision is final;

1.15.9 Vendor must submit a written request to the Facility Supervisor or his designee for new or replacement equipment and ordered through approved State methods; otherwise, vendor shall be responsible for payment; and

1.15.10 At the termination of this agreement, the vendor shall relinquish, replenished to initial levels except for normal wear and tear, the inventories and physical plant of facility food services, including but not limited to: dishes, trays, bulk containers, pots, pans, cooking utensils, silverware, linen, food service equipment, and fixtures to the same condition as at the commencement of this agreement.

1.16 SPECIAL PERSONNEL REQUIREMENTS (*understood*)

Vendor shall initiate and provide to the facility, at vendor's expense, proof of the following for all employees working at the facility:

1.16.1 Clark County Food Handlers' Card;

1.16.2 Pre-employment physical that shall include, at a minimum, a physical examination and statement from a physician certifying the employee is free from communicable disease prior to employment;

1.16.3 RPR Serology Screen;

1.16.4 Two-step PPD skin test for tuberculosis prior to employment;

1.16.5 Hepatitis A vaccination;

1.16.6 Background checks through the State of Nevada Criminal History Repository:

1.16.6.1 Background checks shall include information from previous employers regarding honesty and treatment of customers; and

1.16.6.2 Any history of theft and/or mistreatment of customers shall be considered unacceptable for employment under this agreement.

1.16.7 Fingerprints and payment for background check must be submitted to the Nevada Department of Public Safety prior to employment and every 5 years thereafter;

1.16.8 Vendor will provide the facility a copy of the pre-employment physical and PPD screen on the first day of employment. Vendor will also maintain this information on-site. Results of pre-employment physicals will be reviewed by the Nevada State Veterans Home Director of Nursing or his/her designee;

1.16.9 Vendor's employees must attend facility training deemed mandatory by regulation or by the Administrator (e.g. Fire safety, HIPAA, Confidentiality, etc.) as offered by the facility; and

1.16.10 Vendor shall at all times be in compliance with immigration and naturalization laws regarding eligibility of its employees and subcontractors to work in the United States.

1.17 PERSONNEL REQUIREMENTS (*understood*)

Vendor shall at all times under this agreement maintain an adequate staff in order to provide high quality food service, administrative support, food purchasing, safe and sanitary kitchen operations, and meal supervision.

Vendor shall adhere to the following:

1.17.1 Vendor's employees shall be subject to a standard of conduct not less than that provided by Nevada State Veterans Home regulations regarding work-related behavior and use of State facilities;

1.17.2 Nevada State Veterans Home is an Equal Opportunity Employer and complies with all applicable provisions of Federal law governing affirmative action and the American Disabilities Act (ADA). Vendor shall also be required to comply with affirmative action and ADA. The work environment shall be readily accessible to all individuals with disabilities;

1.17.3 Employees of the vendor whose work or conduct is not consistent with the Nevada Offices of Veterans Services' Prohibition and Penalties may, on written notification by Nevada State Veterans Home, receive progressive discipline or be removed from any work assignment in connection therewith, and, when necessary, shall be replaced by the vendor with another employee who is satisfactory;

1.17.4 Vendor shall indemnify Nevada State Veterans Home against any and all liability and hold it harmless from any and all losses arising out of Nevada State Veterans Home's exercise of its right hereunder to request and obtain removal of any such vendor's employee;

1.17.5 Vendor's employees shall be subject to the State of Nevada's policy to provide a safe, secure, productive work environment free of any form of sexual harassment. Vendor's employees and work place shall be free from alcohol, illegal drugs, and other controlled substances;

1.17.6 Vendor shall be responsible for all costs associated with vendor's staff including, but not limited to: pre-employment screenings, salaries, wages, withholding, and employee benefits payable to or on behalf of vendor's employees. All employees shall be employed by the vendor in its own name, and the vendor shall hold Nevada State Veterans Home harmless from any and all claims, demands, or liability on account of such employment by the vendor;

1.17.7 Vendor's on-site management:

1.17.7.1 Manager shall hold a college degree representing four (4) years of work in a food-related field from an accredited institution, or shall have a minimum of three (3) years of experience in food service management, or an equivalent

combination of education and experience, and be "Serve Safe Certified";

1.17.7.2 Vendor's manager may be a Registered Dietitian;

1.17.7.3 Key management personnel résumés shall be provided to the facility; and

1.17.7.4 An orientation meeting shall be held by the vendor with all non-management employees during the first week of this agreement.

1.17.8 All vendor staff shall be instructed by vendor's management regarding documentation maintained for monthly in-service training to ensure that the following policies and procedures are followed:

1.17.8.1 Food preparation methods and timing and documentation;

1.17.8.2 Portion control;

1.17.8.3 Dress (uniform);

1.17.8.4 Cleaning and sanitary procedures, documentation of dishwashing and temperatures;

1.17.8.5 Responsibilities and duties;

1.17.8.6 Energy conservation;

1.17.8.7 Safe operation and maintenance of equipment;

1.17.8.8 Disaster plan for each facility site;

1.17.8.9 Required food temperatures;

1.17.8.10 Emergency menu substitution to maintain meal schedules in the event of or equipment failure;

1.17.8.11 Implementation of Performance Improvement Plan;

1.17.8.12 Employees shall be polite and diplomatic in enforcing vendor and new State Veterans Home policies; and

1.17.8.13 Employees shall be instructed in and shall practice proper hygiene.

1.18 STAFF TRAINING (*understood*)

In accordance with regulatory agency requirements, staff shall receive monthly in-service training. Evidence of training shall be maintained by the vendor. Vendor may increase training at its own discretion.

1.18.1 Monthly in-service training shall include but is not limited to:

1.18.1.1 Quality Assurance;

1.18.1.2 Safe food handling techniques;

1.18.1.3 Interpersonal communication skills;

1.18.1.4 Safety, sanitation, and hygiene;

1.18.1.5 Recipe controls - product and portion control;

1.18.1.6 Equipment cleaning and maintenance; and

1.18.1.7 Food storage.

1.18.2 Vendor shall provide new employee orientation prior to the first day of work. A specific orientation schedule shall be developed, maintained, and verified by the vendor;

1.18.3 Vendor shall be familiar with and meet all applicable occupational safety and health standards adopted by the State of Nevada, Division of Occupational Safety and Health. In addition, the vendor shall be responsible for initiating, maintaining, and supervising all safety precautions to prevent damage, injury or loss to:

1.18.3.1 All employees on the job and all other persons who may be affected thereby; and

1.18.3.2 All job-related materials and equipment to be incorporated therein, whether or not in storage on or off the site.

1.19 HAZARDOUS SUBSTANCES AND MATERIALS

Vendor shall maintain on-site Safety Data Sheets (SDS), as defined and prescribed in 29 CFR Section 1910.1200, for all hazardous substances purchased by vendor.

1.19.1 Vendor shall inform employees of any hazards to which they may be exposed using, handling, transporting, or disposing of hazardous

substances, and shall obtain medical treatment for those who may be affected by the substance; and

1.19.2 Vendor shall immediately report all spills of hazardous substances to facility. NSVH has housekeeping staff that have responsibility for bio-hazard clean-up. If more than a simple clean-up, emergency procedures are in place for such situations.

1.20 VENDOR'S RESPONSIBILITY (*understood*)

The vendor shall operate food services at the facility as described herein and as indicated below.

1.20.1 Vendor shall not remove or permit the removal from the premises of any fixtures and equipment owned by Nevada State Veterans Home;

1.20.2 Upon termination of this agreement, the vendor will surrender property in the same condition as when it was received, ordinary wear and tear and acts of God excepted. The NSVH reserves the right to withhold payment of vendor's final payment until all property is returned to the condition as when received;

1.20.3 Vendor will comply with all applicable ordinances, laws, rules and regulations of the county, city, State, and Federal governments, and any political subdivision or agency, authority, or commission thereof which may have jurisdiction to pass laws, ordinances, or make and enforce rules or regulations with respect to the operations of the food service program including, but without limitation, the generality of the foregoing, such rules and regulations of Nevada State Veterans Home as are consistent with the rights herein granted the vendor;

1.20.4 Remove all refuse and trash from all food service areas at least daily;

1.20.5 Operate all food service facilities on vendor's own credit and shall hold harmless Nevada State Veterans Home from any and all claims, demands, or liabilities on account thereof. Nevada State Veterans Home shall not be responsible for any debts incurred by the vendor in the performance of this agreement;

1.20.6 Vendor shall provide, at vendor's expense, the following items relating to this agreement:

1.20.6.1 All food and beverage costs, as well as dairy replacement;

1.20.6.2 All laundry service costs. This applies to kitchen staff laundry like uniforms. Towels, table cloths, napkins, mops

and kitchen rags, etc., are handled by the Homes' laundry service;

1.20.6.3 All telephone charges for a dedicated telephone line for incoming calls from consumer agencies;

1.20.6.4 All clerical, copier, and fax costs;

1.20.6.5 All taxes, fees, or fines as a result of sanctions imposed by the local, State or Federal government with respect to its operation of the food service program at Nevada State Veterans Home;

1.20.6.6 Routine cleaning of food receiving, storage/preparation, and service areas, including areas around loading docks and dumpsters, grease traps, and interceptors, with vendor maintaining clean, dry floors in the food preparation and service areas, providing daily cleaning of floors, or more often if judged by Nevada State Veterans Home to be needed;

1.20.6.7 All janitorial and kitchen supplies related to assigned areas under this agreement;

1.20.6.8 All licenses, fees, and insurance premiums necessary for the performance of this agreement;

1.20.6.9 Disposal of all garbage, including disposal of fats a minimum of three (3) times per week. NSVH has a contract for garbage collection with the City of Boulder City. The food service vendor is not responsible for that service; and

1.20.6.10 Vendor will develop a disaster plan that interfaces with each consumer agency's disaster plan to address interim food production in the event of more than a temporary disruption in utility services or receipt of supplies. Vendor may request a copy of the NSVH's Disaster Plan to aid in preparing their own plan. Emergency food maintained onsite and labeled as required by state and federal regulations.

1.21 REPORTING (*Understood*)

Vendor shall provide reports compatible with the State fiscal year (July 1 through June 30), which meet the following minimum requirements:

1.21.1 Statements shall include expenses relative to the following:

1.21.1.1 Number of meals and snacks served by date, meal, and unit;

1.21.1.2 Raw food costs;

1.21.1.3 Purchased services;

1.21.1.4 Equipment maintenance;

1.21.1.5 Consumable and non-consumable supplies; and

1.21.1.6 Other (must be itemized).

1.21.2 Books of accounts shall be maintained in an accurate and complete manner according to accepted standards of accounting, reflecting vendor's operations at facility together with appropriate supporting data;

1.21.3 Vendor shall make books of accounts and supporting documentation available for inspection, reproduction, and audit by Nevada State Veterans Home, State of Nevada, Centers for Medicare & Medicaid, or the Nevada Department of Veteran Services at all reasonable times, and shall make provisions for the retention of records, data, and documents at a reasonable place for a period of at least seven (7) years after the expiration of this agreement, or subsequent renewals, or as long as required for the resolution of issues raised by an audit;

1.21.4 Special reports covering vendor's operations may be required by Nevada State Veterans Home and various Federal or State agencies from time to time; and

1.21.5 Statements and reports furnished to Nevada State Veterans Home shall routinely be made available to relevant governing bodies and advisory committees.

1.22 FIDELITY BOND

1.22.1 The State requires the vendor to provide a fidelity bond or crime insurance in the amount of $100,000.00. Bond and insurance requirements are provided in ***Attachment E, Insurance Schedule*** of this RFP.

1.23 SUBCONTRACTORS

1.23.1 Vendor shall include all subcontractors as insureds under its policy or shall furnish separate certificates and endorsements for each

subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

1.24 MISCELLANEOUS CONDITIONS (*understood)*

1.24.1 Vendor shall be responsible for and remedy all damage or loss to any property, including property of Nevada State Veterans Home, caused in whole or in part by the vendor, subcontractor, or anyone employed, directed or supervised by vendor;

1.24.2 Nothing herein contained shall be construed as limiting in any way the extent to which the vendor may be held responsible for payment of damages to persons or property resulting from its operation or the operations of any subcontractor under vendor;

1.24.3 In addition to any other remedies available to the Nevada State Veterans Home, should vendor fail to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, Nevada State Veterans Home may at their sole option:

1.24.3.1 Cancel the contract; or

1.24.3.2 Purchase insurance to cover a contingency period and charge the cost of that insurance to the vendor; and

1.24.3.3 Section 3.24.3 applies only to general liability, not individual health insurance. Please see ***Attachment E*** - Insurance Schedule of the RFP.

1.25 INVOICING (*understood*)

Vendor shall submit all original, itemized monthly invoices to the Facility Accounting Office by the third (3rd) of each month. The invoice shall itemize the following charged to resident meals by date, meal, and unit:

1.25.1 Number of meals served;

1.25.2 Number of prepared snacks;

1.25.3 Raw food;

1.25.4 Miscellaneous item(s) – description and detail required; and

1.25.5 No payment shall be made for meals which are not documented, do not support the nutritional requirements, do not meet food

standards/specifications, or do not otherwise meet the requirements of this agreement.

1.26 NEVADA STATE VETERANS HOME RESPONSIBILITY

Nevada State Veterans Home shall be responsible for the following:

1.26.1 Facility does not guarantee an uninterrupted supply of water, gas, or electric current; nor does facility guarantee uninterrupted service in providing any utilities. Facility shall not be liable to the vendor or to others for any loss, damage, cost, or expense which may result from the interruption or failure of any utility services;

1.26.2 Facility will provide office space for the exclusive use of the vendor during the term of this agreement. Vendor will provide, at vendor's expense, all furniture and equipment for use in said office. (Furniture may include, but not be limited to desks, chairs, cabinets, files, trash cans, etc.);

1.26.3 Nevada State Veterans Home shall provide ongoing preventive maintenance agreements for heating and air conditioning systems, duct systems, fire safety systems, and other major facility equipment; and

1.26.4 Major capital improvement projects affecting the structure of the building may be requested from time to time and, if approved by the Legislature, will be paid for by the State.

1.27 COMPENSATION AND TIME OF PAYMENT (*understood*)

1.27.1 Nevada State Veterans Home agrees to pay vendor per actual meal served, prepared snack rates, and the percentage over cost for raw food items purchased as snacks; and

1.27.2 Vendor shall provide the invoice as evidence of raw food costs. Invoice shall be submitted by the third (3rd) of the month to the Nevada Department of Veterans Services, Fiscal Office, payable within thirty (30) days.

1.28 INTEGRATION / AMENDMENTS

1.28.1 This agreement, governed by the laws of Nevada, incorporates the sliding scale meal rate (referred to in 3.1), and when attached to a Board of Examiners contract, incorporated therein, and approved by the Board of

Examiners, shall represent the complete understanding between the parties; and

1.28.2 Any amendments to this agreement must be agreed upon in writing by both parties and approved by the Board of Examiners or on their behalf by the Clerk of the Board.

1.29 GENERAL INFORMATION/COMMENTS

Vendor proposals should include:

1.29.1 Pricing for all hourly and management staff, this includes front line staff;

1.29.2 Food service staff is responsible for handling the payment/receipt for guest meals. The current charge for these meals is $3.50. The anticipated meal count includes residents only. Food service staff is not responsible for providing/serving meals to NSVH employees or upon request;

1.29.3 The kitchen opens at 5:00 a.m. and currently closes at 8:30 p.m.;

1.29.4 Current meal times are: Breakfast 7:30 – 9:00 a.m.; Lunch 11:30 – 12:30 p.m.; Dinner 5:00 – 6:30 p.m.;

1.29.5 Serve safe certified cook or chef on duty for each shift at all times;

1.29.6 Vendor will provide adequate staff to accommodate and maintain buffet service on each unit;

1.29.7 NSVH does not require a contractor staff member to be onsite overnight;

1.29.8 While housekeeping cleans the majority of the dining room; food service is responsible for cleanings off tables, their work surfaces and the kitchen/tray line;

1.29.9 Current vendors were chosen by the current food service company. NSVH would like to see the current front-line staff provided the opportunity to stay on; however, the awarded vendor will be under no obligation to keep current staff;

1.29.10 NSVH has not set guidelines for the wages/benefit packages of the vendors' employees. However, in the interest of morale, NSVH would prefer any current employees that are kept on maintain a similar package;

1.29.11 Food service is currently providing some nutritional supplements – especially to the nutrition kitchens. This process is changing as the NSVH is working with one of our medical services vendors to provide many of

these supplements through Medicare Part B. This issue will probably be discussed in contract negotiations;

1.29.12 The State provides and maintains all food transportation devices, used for delivery to satellite kitchens/steam tables, (outside of neglect per section 3.9);

1.29.13 NSVH is open to a monthly walk through to assess physical plant and equipment conditions;

1.29.14 Morrison Management Services is the current service provider. That contract is set not to exceed $5,000,000 total for the length of the contract. This vendor is eligible to participate in this RFP;

1.29.15 NSVH will not require the new vendor to purchase a diet card-ex system. The new vendor can use whatever system they prefer, as long as "some" diet card system continues to be used. The current vendor is using a PC-based system that their company provided; and

1.29.16 NSVH wishes to ensure that some system of managing and crediting so-called "missed" meals continues.

Heather Moon, Buyer III

hmoon@admin.nv.gov

State of Nevada, Purchasing Division

June 29, 2016

Question provided at the walk through.

What system will your company put into place to ensure a high quality of resident satisfaction for dining services and quality of food?

1. Submit menu to the Administrator of Nevada Veterans Home for approval prior to each menu change (Fall/Winter and Spring/Summer).
2. Follow menus as written and approved by Community.
3. Create a garnish schedule for menu items where appropriate.
4. Review "Always Available" menu with the Administrator to review and revise every 3 months.
5. If the facility does not have a Food Committee; create one and have monthly meetings to review menu /service concerns.
6. Work with facility RD to identify items on the menu that are not satisfactory. Set up a monthly meeting with her to complete kitchen inspections and menu reviews.
7. DDS and Chef to do meal rounds daily and document concerns.
8. DDS, Chef (and facility RD, if allowed) to alternate in completing the Morrison Resident Satisfaction questionnaire weekly. (attached)
9. DDS to complete Dining Room Observation form quarterly (attached)
10. DDS to work with Administrator in creating a schedule so Community Department heads or representative; complete Morrison Meal Evaluation Form or State Meal Evaluation form twice per week.
11. DDS/Chef will contact one resident's family on a weekly basis to check in with them on their parent's meal satisfaction.
12. Complete monthly report for Administrator of Monthly menu activities; results of monthly Pinnacle Scores and action plans.
13. Approach our goals to improve resident satisfaction as a team with our client and RD.
14. See attached forms we will implement, record, and submit monthly in the Administrator's report.
    Resident Satisfaction forms -4 surveys to be completed per week
    Meal Evaluation form-1 per week
    Dining Room Observation form-quarterly
    Family contact form-1 family per week (this form will be created)
15. This system was created to pro-actively manage our Resident Satisfaction. The current practice of calling residents/families after they have scored us is not a credible plan.

1.1 VENDOR INFORMATION

1.1.1 Vendors must provide a company profile in the table format below.

Question	Response
Company name:	***Morrison Community Living***
Ownership (sole proprietor, partnership, etc.):	***Corporation***
State of incorporation:	***Delaware***
Date of incorporation:	***September 1920***
# of years in business:	***96 years***
List of top officers:	***Scott MacClellan, CEO Morrison Community Living*** ***Kevin Svagdis, Division President Morrison Community Living***
Location of company headquarters:	***Atlanta, Ga***
Location(s) of the company offices:	***Atlanta, Ga***
Location(s) of the office that will provide the services described in this RFP:	***Aliso Viejo, Ca***
Number of employees locally with the expertise to support the requirements identified in this RFP:	***1 Regional Vice President, 1 Regional Director of Operations, 1 Regional Clinical/Wellness Manager, 1 Corporate Executive Chef***
Number of employees nationally with the expertise to support the requirements in this RFP:	***We have 6 teams across the county with equal to the above mentioned positions***
Location(s) from which employees will be assigned for this project:	***Boulder City/ Las Vegas, Nevada***

1.1.2 **Please be advised**, pursuant to NRS 80.010, a corporation organized pursuant to the laws of another state must register with the State of Nevada, Secretary of State's Office as a foreign corporation before a contract can be executed between the State of Nevada and the awarded vendor, unless specifically exempted by NRS 80.015.

1.1.3 The selected vendor, prior to doing business in the State of Nevada, must be appropriately licensed by the State of Nevada, Secretary of State's Office pursuant to NRS76. Information regarding the Nevada Business License can be located at http://nvsos.gov.

Question	Response
Nevada Business License Number:	***NV20011302439***

Question	Response
Legal Entity Name:	***Morrison Management Specialists Inc***

Is "Legal Entity Name" the same name as vendor is doing business as?

Yes	x	No	

If "No", provide explanation.

1.1.4 Vendors are cautioned that some services may contain licensing requirement(s). Vendors shall be proactive in verification of these requirements prior to proposal submittal. Proposals that do not contain the requisite licensure may be deemed non-responsive.

1.1.5 Has the vendor ever been engaged under contract by any State of Nevada agency?

Yes	X	No	

If "Yes", complete the following table for each State agency for whom the work was performed. Table can be duplicated for each contract being identified.

Question	Response
Name of State agency:	***State of Nevada Purchasing Division***
State agency contact name:	***State of Nevada Purchasing Division***
Dates when services were performed:	***Heather Moon***
Type of duties performed:	***Food Services***
Total dollar value of the contract:	***5,000,000***

1.1.6 Are you now or have you been within the last two (2) years an employee of the State of Nevada, or any of its agencies, departments, or divisions?

Yes		No	x

If "Yes", please explain when the employee is planning to render services, while on annual leave, compensatory time, or on their own time?

If you employ (a) any person who is a current employee of an agency of the State of Nevada, or (b) any person who has been an employee of an agency of the State of Nevada within the past two (2) years, and if such person will be performing or producing the services which you will be contracted to provide under this contract, you must disclose the identity of each such person in your response to this RFP, and specify the services that each person will be expected to perform.

1.1.7 Disclosure of any significant prior or ongoing contract failures, contract breaches, civil or criminal litigation in which the vendor has been alleged to be liable or held liable in a matter involving a contract with the State of Nevada or any other governmental entity. Any pending claim or litigation occurring within the past six (6) years which may adversely affect the vendor's ability to perform or fulfill its obligations if a contract is awarded as a result of this RFP must also be disclosed.

Does any of the above apply to your company?

Yes		No	x

If "Yes", please provide the following information. Table can be duplicated for each issue being identified.

Question	**Response**	
Date of alleged contract failure or breach:		
Parties involved:		
Description of the contract failure, contract breach, or litigation, including the products or services involved:		
Amount in controversy:		
Resolution or current status of the dispute:		
If the matter has resulted in a court case:	Court	Case Number
Status of the litigation:		

1.1.8 Vendors must review the insurance requirements specified in ***Attachment E, Insurance Schedule for RFP 3257.*** Does your organization currently have or will your organization be able to provide the insurance requirements as specified in ***Attachment E.***

Yes	x	No	

Any exceptions and/or assumptions to the insurance requirements ***must*** be identified on ***Attachment B, Technical Proposal Certification of Compliance with Terms and Conditions of RFP.*** Exceptions and/or assumptions will be taken into consideration as part of the evaluation process; however, vendors must be specific. If vendors do not specify any exceptions and/or assumptions at time of proposal submission, the State will not consider any additional exceptions and/or assumptions during negotiations.

Upon contract award, the successful vendor ***must*** provide the Certificate of Insurance identifying the coverages as specified in ***Attachment E, Insurance Schedule for RFP 3257.***

1.1.9 Company background/history and why vendor is qualified to provide the services described in this RFP. Limit response to no more than five (5) pages.

1.1.10 Length of time vendor has been providing services described in this RFP to the public and/or private sector. Please provide a brief description.

1.1.11 Financial information and documentation to be included in ***Part III, Confidential Financial Information*** of vendor's response in accordance with ***Section 9.5, Part III – Confidential Financial Information***.

1.1.11.1 Dun and Bradstreet Number

1.1.11.2 Federal Tax Identification Number

1.1.11.3 The last two (2) years and current year interim:

A. Profit and Loss Statement
B. Balance Statement

OUR HISTORY

A legacy of quality, hospitality and innovation

1920	Morrison Restaurants Inc. founded
1950s	First contract foodservice job
1980s	Became Morrison's Health Care Inc.
1999	Became Morrison Management Specialists
2001	Joined Compass Group USA
2012	Branched out into Morrison Senior Living Morrison Healthcare
2015	

The Morrison legacy began in 1920, when Morrison Restaurants Inc. was founded in Mobile, Alabama by James Arthur Morrison and George Cabel Outlaw. Even then, nearly a century ago, the Morrison name was known for a commitment to outstanding service and quality food. The company's first contract foodservice job was catering for the set of the film "The Greatest Show on Earth" in the early 1950s.

Innovation is our touchstone, and around that same time, Morrison saw a need and opportunity for quality culinary service in the health care sector, as well. The company secured a contract with Candler General Hospital in Georgia. After 60 years, Candler General Hospital remains a client of Morrison. Ruby Tuesday, another division of Morrison, opened their first restaurant in Tennessee in 1971. In the late 1980s the Business, Industry and Education divisions of Morrison were sold; the remaining 300 or so health care accounts became Morrison's Health Care Inc.

In 1999, Morrison became Morrison Management Specialists, and in 2001, the organization joined Compass Group USA, the national leader in food management and hospitality. With a growing market and increased need and opportunity in the senior living industry, Morrison branched out in 2012 as its own specialized sector, Morrison Senior Living. In 2015, our company became Morrison Community Living, a significant rebranding with a name that reflects our larger mission and purpose in connecting with our clients, residents and the greater community.

Today, Morrison continues to offer the highest quality food, nutrition and wellness, EVS and hospitality services to communities, residents and seniors across the country, while consistently setting new standards in the industry. At Morrison Community Living, we enrich the lives of seniors every day.

morrison Community Living

ACHIEVEMENTS

From our culinary associates to our CommunityWorks leaders, ensuring we have the most creative, brightest and innovative associates and programs in the industry is a key focus for our company. We take great pride in the associates we attract, train and retain. This is part of the Morrison culture and a differentiator for us in the market. We recently made Training Magazine's Top 125 list for the sixth consecutive year, reflecting our commitment to development and operational excellence. Being grounded in a structured support system allows for great outcomes, like our 2014 dining program, Travel the World. The recipient of the ICAA Innovators Award, this interactive 12-month program took residents on a culinary adventure around the world, engaging their senses, tastes and minds in an international journey.

Being part of a prestigious national organization like Compass Group North America underscores our purpose and drives our value as the nation's leading senior living contract management company. Their recent 2015 awards as Top Contractor, Best Employer and Healthiest Employer inspire and encourage us to exceed expectations. We view these accomplishments as collective and as a reflection of the diverse and rich partnership we have with Compass Group, including access to best practices through the other 21 sectors under the parent company.

training TOP 125

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COMPASS GROUP CORPORATE OVERVIEW

Based in Charlotte, North Carolina, our parent company, Compass Group North America, is the leading foodservice and support services company with $14.5 billion in revenues in 2015. With more than 500,000 associates worldwide, its parent company, U.K.-based Compass Group PLC, had revenues of £17.8 billion in the fiscal year ending September 30, 2015.

Crucial to our business foodservices and support services is our absolute dependence on a collaborative, creative and compassionate workforce. At Compass Group, we attract, develop and retain top diverse talent and foster a workplace where each individual has the opportunity to shine. Our multifaceted diversity and inclusion strategy focuses on the needs of our business and aligns with our people strategy to drive excellent performance. As a result, Compass Group has become the global leader in contract foodservice and hospitality. We serve millions, from vending to restaurants, from corporate cafeterias to school lunches. If you've been hungry and away from home, chances are good that you've tasted Compass Group's food and unmistakable service.

COMPANIES AND BRANDS

Our mission at Morrison Community Living is more than just a slogan; it's a personal promise backed by the commitment, passion and dedication of more than 350 registered dietitians, 250 executive chefs, 400 hospitality associates and 5,000 professional foodservice team members within our organization. Together, we are committed to raising the standard of senior living by offering innovative, best-in-class programs and services for our clients and residents while engaging with the greater community through a holistic approach that serves and links multiple generations.

Morrison Healthcare is the nation's only foodservice company exclusively dedicated to providing food, nutrition and hospitality services to hospitals. The company has more than 1,200 registered dietitians, 274 executive chefs, and 14,300 professional foodservice team members, as well as approximately 9,000 client employees who are managed by Morrison. Actively committed to fostering ways to enjoy great tasting, healthy food through socially responsible practices and superior customer service, the Atlanta-based company serves more than 585 hospitals and integrated healthcare systems throughout the United States.

TouchPoint provides food, nutrition and environmental services to locations across the country. With a rich history and strong culture, TouchPoint is constantly growing and changing: through new dynamic culinary and patient programs, sustainable and green initiatives, and innovative training and development. In addition to the company's people-driven culture, its corporate mission is compassion at every point of human contact.

Crothall Healthcare provides specialized, high-quality, innovative, and responsive support services to the healthcare industry. Crothall Healthcare is the only healthcare cleaning company to achieve CIMS and CIMS-GB certifications, with honors, from worldwide cleaning association ISSA. Crothall serves more than 1,200 healthcare clients in 38 states and employs more than 30,000 associates.

Eurest Services was created to deliver support services to the business and industry sector, and services over 300 million square feet daily. What truly makes Eurest Services' facilities solutions stand out from the competitors is not just the variety of services performed, but also that each member of the Eurest team is a true master of his or her craft. From sustainable cleaning to laboratory support, outdoor maintenance, materials management and logistics, to handling individualized needs within the office, Eurest's subject matter experts are trained to meet your requirements.

For quality-focused educational institutions, SSC is the premium provider of cleaning and facilities services. With over 40 years of industry experience and highly trained skilled professionals, SSC is the choice for all of your support service needs. SSC specializes in custodial and campus services, plant operations and maintenance, and grounds management.

Canteen is the most recognized name in vending. Established in 1929 in Chicago with just five-cent candy bar machines, Canteen has grown to triple the size of its closest competitor. Canteen is the only vending company in the U.S. with a franchise system that serves clients in vending, dining and office coffee service locations.

As an experienced leader in managing K-12 foodservice. Chartwells' experience in educational dining service makes it a valuable partner for any learning environment. But Chartwells does more than just feed hungry students – it practices a single-minded commitment to building strong bodies and sharp minds and establishing the foundation for a long, healthier life.

Chartwells operates on 270 higher education campuses in the United States, delivering expertise to colleges and universities both large and small. Since Chartwells was launched in 1996, our dining services and programs continue to evolve with the market and restaurant trends. Consequently, we bring our partners the latest nutritional research, technology, innovative food platforms and brands, and a culture of fun to the schools we are honored to have as clients.

The globally recognized Eurest launched in 1996 in the U.S. and provides dining services to local, regional and national companies within the Business & Industry markets, including employee dining centers, on-site catering, vending, executive dining rooms, and other managed services. Eurest is proud to serve the world's most respected and successful corporations, including many of the Fortune 500.

FLIK Hospitality Group focuses on feeding clients in executive and corporate settings. FLIK's unique niche of providing upscale and authentic foodservice sets it apart from others in the industry. The client list includes some of the most prestigious financial and legal institutions. Setting the standard for both residential and non-residential conference center management, FLIK is on the forefront of the industry. FLIK Hotels & Conference Centers is uniquely positioned to expertly manage a wide range of operations and has demonstrated the ability to exceed clients' goals and objectives for its facilities.

As the only dining services company specializing exclusively in independent school education, FLIK understands your community's needs and what it takes to meet them. We understand that the dining program is just as important as academics and athletics to the overall school experience. Our experts are equipped to help the communities we serve transform their dining program and facilities into a point of pride and excellence on campus.

Since its launch in 1987, Gourmet Dining is the premier foodservice company for higher education campuses in northern New Jersey/New York metro area,delivering expertise to colleges and universities both large and small. Gourmet is committed to meeting the continuously evolving, dynamic dining needs of our clients. They consistently provide an exemplary and unique dining experience for each client built on strong professional and personal relationships.

Founded in 1964, Lackmann Culinary Services started with 10 team members over 40 years ago and today has over 2000 team members and over 100 dining operations along the East Coast. Lackmann operates by three guiding principles; Freshly Made, Locally Grown and Guest Focused. Under this philosophy, Lackmann provides customers with the highest level of service and quality by continuously expanding their programs and services to better meet the needs of their customers..

Founded in 1978, Levy Restaurants has grown from one delicatessen in Chicago to a specialized, industry-leading food and dining organization. It pioneered the concept of fine dining in stadium and arena environments and today provides foodservices at an envied list of sporting venues around the country. It also operates a number of critically acclaimed restaurants in Chicago, Orlando and Salt Lake City.

Restaurant Associates operates a portfolio of corporate accounts spanning a variety of industries including publishing and media, advertising, banking and financial, technology, beauty and fashion, sports, law firms and educational facilities. It proudly serves America's finest museums, performing arts centers, and zoos and aquariums as the leader in cultural dining across the country.

This division currently orchestrates hundreds of celebrated events a year, including The Academy of Motion Picture Arts and Sciences Governors Ball, GLAAD Media Awards, ESPY Awards, BET Awards and many others. It also operates in landmark locations throughout Los Angeles, Chicago, Las Vegas, San Francisco, Washington, D.C., and Dallas.

STRATEGIC PARTNER

Thompson Hospitality Corporation, the largest minority-owned contract foodservice company in the U.S., has been strategically partnered with Compass Group North America since 1997.

SUBCONTRACTOR INFORMATION

Does this proposal include the use of subcontractors?

Yes		No	x

If "Yes", vendor must:

Identify specific subcontractors and the specific requirements of this RFP for which each proposed subcontractor will perform services.

If any tasks are to be completed by subcontractor(s), vendors must:

Describe the relevant contractual arrangements;

Describe how the work of any subcontractor(s) will be supervised, channels of communication will be maintained and compliance with contract terms assured; and

Describe your previous experience with subcontractor(s).

Vendors must describe the methodology, processes and tools utilized for:

Selecting and qualifying appropriate subcontractors for the project/contract;

Ensuring subcontractor compliance with the overall performance objectives for the project;

Ensuring that subcontractor deliverables meet the quality objectives of the project/contract; and

Providing proof of payment to any subcontractor(s) used for this project/contract, if requested by the State. Proposal should include a plan by which, at the State's request, the State will be notified of such payments.

Provide the same information for any proposed subcontractors as requested in ***Section 4.1, Vendor Information***.

Business references as specified in ***Section 4.3, Business References*** must be provided for any proposed subcontractors.

Vendor shall not allow any subcontractor to commence work until all insurance required of the subcontractor is provided to the vendor.

Vendor must notify the using agency of the intended use of any subcontractors not identified within their original proposal and provide the information originally requested in the RFP in ***Section 4.2, Subcontractor Information***. The vendor must receive agency approval prior to subcontractor commencing work.

Attachment F, Reference

Reference #:	1		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	Alta Vita Village		
Primary Contact Information			
Name:		General Jim Melin	
Street Address:		17050 Arnold Drive	
City, State, Zip:		Riverside, Ca. 92518	
Phone, including area code:		951-697-2200	
Facsimile, including area code:		951-697-2179	
Email address:		JMelin@afvw.com	
Alternate Contact Information			
Name:		Bruce Cameron	
Street Address:		17050 Arnold Drive	
City, State, Zip:		Riverside, Ca. 92518	
Phone, including area code:		951-697-2200	
Facsimile, including area code:		951-697-2179	
Email address:		BCameron@afvw.com	
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison Community Living provides food and housekeeping services at this community	
Original Project/Contract Start Date:		January 1, 2001	
Original Project/Contract End Date:		Still service this client	
Original Project/Contract Value:		Current Budget for both departments is $5,778,016	
Final Project/Contract Date:		Contract renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

Reference #:	2		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	Atherton Baptist Homes		
Primary Contact Information			
Name:		Craig Statton, COO/ Ex. Director	
Street Address:		214 South Atlantic Boulevard	
City, State, Zip:		Alhambra, Ca. 91801	
Phone, including area code:		626-289-4178	
Facsimile, including area code:		626-576-0857	
Email address:			
Alternate Contact Information			
Name:		Atherton Baptist	
Street Address:		214 South Atlantic Blvd	
City, State, Zip:		Alhambra, Ca. 91801	
Phone, including area code:		626-289-4178	
Facsimile, including area code:		626-576-0857	
Email address:		cstatton@abh.org	
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison Community Living provides Food, Housekeeping and Plant Operations services at this location.	
Original Project/Contract Start Date:		July, 2005	
Original Project/Contract End Date:		Still servicing this client	
Original Project/Contract Value:		1.8M	
Final Project/Contract Date:		Contract Renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

Reference #:	3		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	Hillcrest Homes		
Primary Contact Information			
Name:		Matthew Neeley, CEO	
Street Address:		2705 Mountain View Drive	
City, State, Zip:		La Verne, Ca. 91750	
Phone, including area code:		909-392-4375	
Facsimile, including area code:		909-596-5538	
Email address:		mneeley@hillcresthomes.org	
Alternate Contact Information			
Name:		Mike Wolfson, Director of Facilities	
Street Address:		2705 Mountain View Drive	
City, State, Zip:		La Verne, Ca. 91750	
Phone, including area code:		(909) 392-4142	
Facsimile, including area code:		909-596-5538	
Email address:		mwolfsen@livingathillcrest.org	
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison Community Living provides Food services at this location	
Original Project/Contract Start Date:		August 1990	
Original Project/Contract End Date:		Still servicing this client	
Original Project/Contract Value:		1.5M	
Final Project/Contract Date:		Contract Renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

Reference #:	4		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	Motion Picture and Television Fund		
Primary Contact Information			
Name:		Michael Kuehl	
Street Address:		23388 Mulholland Drive	
City, State, Zip:		Woodland Hills, Ca 91364	
Phone, including area code:		818-876-1888	
Facsimile, including area code:		818-876-1003	
Email address:		Michael.Kuehl@mptf.com	
Alternate Contact Information			
Name:			
Street Address:			
City, State, Zip:			
Phone, including area code:			
Facsimile, including area code:			
Email address:			
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison Community Living provides food services at this location	
Original Project/Contract Start Date:		March, 1990	
Original Project/Contract End Date:		Still servicing this client	
Original Project/Contract Value:		2.8M	
Final Project/Contract Date:		Contract Renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

Reference #:	5		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	San Francisco Towers		
Primary Contact Information			
Name:		Melody Mitchell	
Street Address:		1661 Pine Street	
City, State, Zip:		San Francisco, Ca. 94109	
Phone, including area code:		415-776-0500	
Facsimile, including area code:		415-776-5192	
Email address:		MMitchell@jtm-esc.org	
Alternate Contact Information			
Name:			
Street Address:			
City, State, Zip:			
Phone, including area code:			
Facsimile, including area code:			
Email address:			
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison Community Living provides food services at this location	
Original Project/Contract Start Date:		06/01/2004	
Original Project/Contract End Date:		Still servicing this client	
Original Project/Contract Value:		5.1 Million	
Final Project/Contract Date:		Contract renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

Reference #:	6		
Company Name:	Morrison Community Living		
Identify role company will have for this RFP project (Check appropriate role below):			
	VENDOR		***SUBCONTRACTOR***
Project Name:	Spring Lake Village		
Primary Contact Information			
Name:		Sharon York, Executive Director	
Street Address:		5555 Montgomery Drive	
City, State, Zip:		Santa Rosa, Ca. 95409	
Phone, including area code:		707-538-8400	
Facsimile, including area code:		707-579-6997	
Email address:		syork@jtm-esc.org	
Alternate Contact Information			
Name:			
Street Address:			
City, State, Zip:			
Phone, including area code:			
Facsimile, including area code:			
Email address:			
Project Information			
Brief description of the project/contract and description of services performed, including technical environment (i.e., software applications, data communications, etc.) if applicable:		Morrison provides food services at this location	
Original Project/Contract Start Date:		August 1, 2004	
Original Project/Contract End Date:		Still servicing this client	
Original Project/Contract Value:		$5.9 Million	
Final Project/Contract Date:		Contract renewed	
Was project/contract completed in time originally allotted, and if not, why not?		Yes	
Was project/contract completed within or under the original budget/ cost proposal, and if not, why not?		Yes	

PROPOSED STAFF RESUME FOR RFP 3257

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Morrison Community Living***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.

Name:	***Joseph T. Sousa***		**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***Director Of Dining Services***			
# of Years in Classification:	***8***	**# of Years with Firm:**		***8***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

12-2008 to Present
Nevada State Veterans Home as Ex. Chef and Director of Dining Services

03-2007 to 12-2008
Station Casinos; Red Rock, Palace Station; Specialty Room Chef

10-2005 to 02-2007
Harrahs Entertainment; Rio Paris; Chef Tournant

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Joseph (JT) has been the Director of Dining Services at the Nevada Veterans Home since December 27th, 2009 (7 years). JT understands the State contract and requirements of the Contractor. He has ensured compliance with this contract for 7 years. JT has a culinary background so is a great support to Chef Michael as he navigates the strict budget with the residents desires. Under his leadership, Nevada Veterans Home Dining Services Department has had 6 years of zero deficiency surveys with CMS and 6 years of zero deficiency surveys with the Veterans Home surveys. JT's goal is to provide the best quality meals and continue to improve resident satisfaction. In addition, under his leadership, he has promoted 5 line staff to cooks; 4 utility associates to diet aides, a diet aide to Assistant Director and a cook to a Sous Chef.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

Culinary Institute of Las Vegas; Las Vegas, Nevada
Associate of Science Degree in Culinary Arts

Certified Dietary Manager

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Serve Safe Certificate; renewed every 3 years

Recipient of Brillat-Savarin Jeune Professional Award

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Brian Johnston
Corporate Executive Chef
Morrison Community Living
619-433-4957

Lenny Longo
Corporate Executive Chef
Morrison Community Living
623-293-2033

Ryan Fahey
Food and Beverage Director
Stations Casino
702-354-9205

Wes Kendrick
Executive Chef/Owner
Table 34 Restaurant
702-263-0034

PROPOSED STAFF RESUME FOR RFP 3257

A resume must be completed for all proposed prime contractor staff and proposed subcontractor staff.

Company Name Submitting Proposal:	***Morrison Community Living***

Check the appropriate box as to whether the proposed individual is prime contractor staff or subcontractor staff.

Contractor:		**Subcontractor:**	

The following information requested pertains to the individual being proposed for this project.

Name:	***Michael J. Hanley***		**Key Personnel: (Yes/No)**	***Yes***
Individual's Title:	***Executive Chef***			
# of Years in Classification:	***7***	**# of Years with Firm:**		***7***

BRIEF SUMMARY OF PROFESSIONAL EXPERIENCE

Information should include a brief summary of the proposed individual's professional experience.

12-2009 to Present
Nevada State Veterans Home as Ex. Chef

08-2008 to 07-2009
Gaming Ventures Inc; Club Fortune Casino-Director of Food and Beverage

09-1999-07-2008
Texas Station and Santa Fe Station-Executive Chef

RELEVANT EXPERIENCE

Information required should include: timeframe, company name, company location, position title held during the term of the contract/project and details of contract/project.

Chef Michael has been the Ex. Chef at Nevada Veterans Home for 7 years. Chef Michael manages a very tight budget with the goal of providing the best quality food/meals at a most competitive price for the Veteran home. Most recently he introduced non-alcoholic beer as an additional selection to the resident's beverage choices with much fan-fare. He knows most of the residents intimately and knows what they like and dislike. They know him by name as he regularly visits the Residents dining room at meals. He listens to their concerns and requests and does his best to incorporate those requests on the cycle menu. In addition, he plays blue grass music in a band and entertains the residents once a month.

EDUCATION

Information required should include: institution name, city, state, degree and/or Achievement and date completed/received.

Marriott Food School, Bethesda, Maryland
Mirage Resorts Management Training Course
Station Casinos Leadership Development Training 1 & 2
Station Casinos Relationship Building Development
Rapport International Leader One
Franklin Covey 7 Habits for Managers
Franklin Covey Business Writing Course

CERTIFICATIONS

Information required should include: type of certification and date completed/received.

Serve Safe Certificate; renewed every 3 years
Enrolled in Certified Dietary Manager course

REFERENCES

A minimum of three (3) references are required, including name, title, organization, phone number, fax number and email address.

Brian Johnston
Corporate Executive Chef
Morrison Community Living
619-433-4957

Bryan Dillon
Corporate Executive Chef
Station Casinos
702-334-0042

Christopher Young
Sales Director
Prami Foods
702-491-9401