



Canteen Services

TIGG'S

RESPONSE TO RFP FOR INMATE FOOD SERVICES

PRESENTED TO:
LIVINGSTON COUNTY
RFP LC-24-13

SUBMITTED BY:
CANTEEN SERVICES, INC.
Contact: Michael Stump
Email: mstump@canteenservices.com
Phone: 616-450-5495

DUE: Monday, July 15, 2024
TIME: 2:00 p.m. EST

Proposal valid 90 days from due date.





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Canteen Services

TIGG'S COVER LETTER

July 15, 2024

Livingston County Fiscal Services
304 East Grand River Ave., Suite 204
Howell, MI 48843
517-540-8740 | eyoung@livgov.com

Dear Livingston County Fiscal Services,

Canteen Services is pleased to have an opportunity to submit a comprehensive response to **Livingston County Sheriff's Office RFP-LC-24-13 for Inmate Food Services**. As your incumbent food service provider, we work hard to provide a tailored approach to your food service goals and will continue to provide the exemplary service that you have come to expect. We find ways to not only meet but exceed your minimum requirements by offering the following:

- Canteen Services was established in Michigan in 1932, and began focusing on the correctional industry in 1990. Since then, Canteen has proven itself as a leader in administering large scale correctional food service programs throughout Michigan.
- Our organization manages the end-to-end supply chain, removing the risk of disruptions that can impact food service delivery.
- Our food service program provides a cost-effective plan for three meals per day, prepared and served by a dedicated staff that is committed to inmate safety
- Menus offer accommodations for medical, religious, dietary, and holiday meals.
- A comprehensive contingency plan ensures meal services will continue for up to 72 hours in the event of an emergency.
- Our experienced correctional staff follows strict food service protocols with clear objectives, policies, and procedures in place.
- Ongoing training is provided to kitchen staff and inmate workers to ensure safety and compliance at all times.
- We will continue to have a transparent and collaborative relationship with administration and staff.
- We are accessible and responsive to the Livingston County Jail 24/7/365.

As a business we recognize the vital importance of reviewing and re-evaluating the vendor process and understand it is a valuable tool. We believe in the program we have built and are confident that Canteen Services will remain the best choice for the Livingston County Jail. Our commitment to your correctional facility will continue to grow while providing high quality products and services with professionalism, integrity, accuracy, and efficiency.

Sincerely,

Michael Stump
Vice President of Commissary and Business Development
mstump@canteenservices.com



Canteen Services

TIGG'S COMPANY INFORMATION

Corporate Information

Canteen Services, Inc.

Headquarters and Business Administration Offices
353 S. Michigan Ave. Coldwater, MI 49036

Incorporated September 26, 1957, in the State of Michigan
Licensed to do business in the State of Michigan FEIN 38-1557774

Contact Information

Company Representative: Jeffrey Tiggelman, President
Phone: 616-299-6014 | Fax: 517-279-9650
Email: jtiggelman@canteenservices.com

Sales Representative:

Michael Stump
Vice President of Commissary
and Business Development
Phone: 616-450-5495 | Fax: 517-279-9650
Email: mstump@canteenservices.com

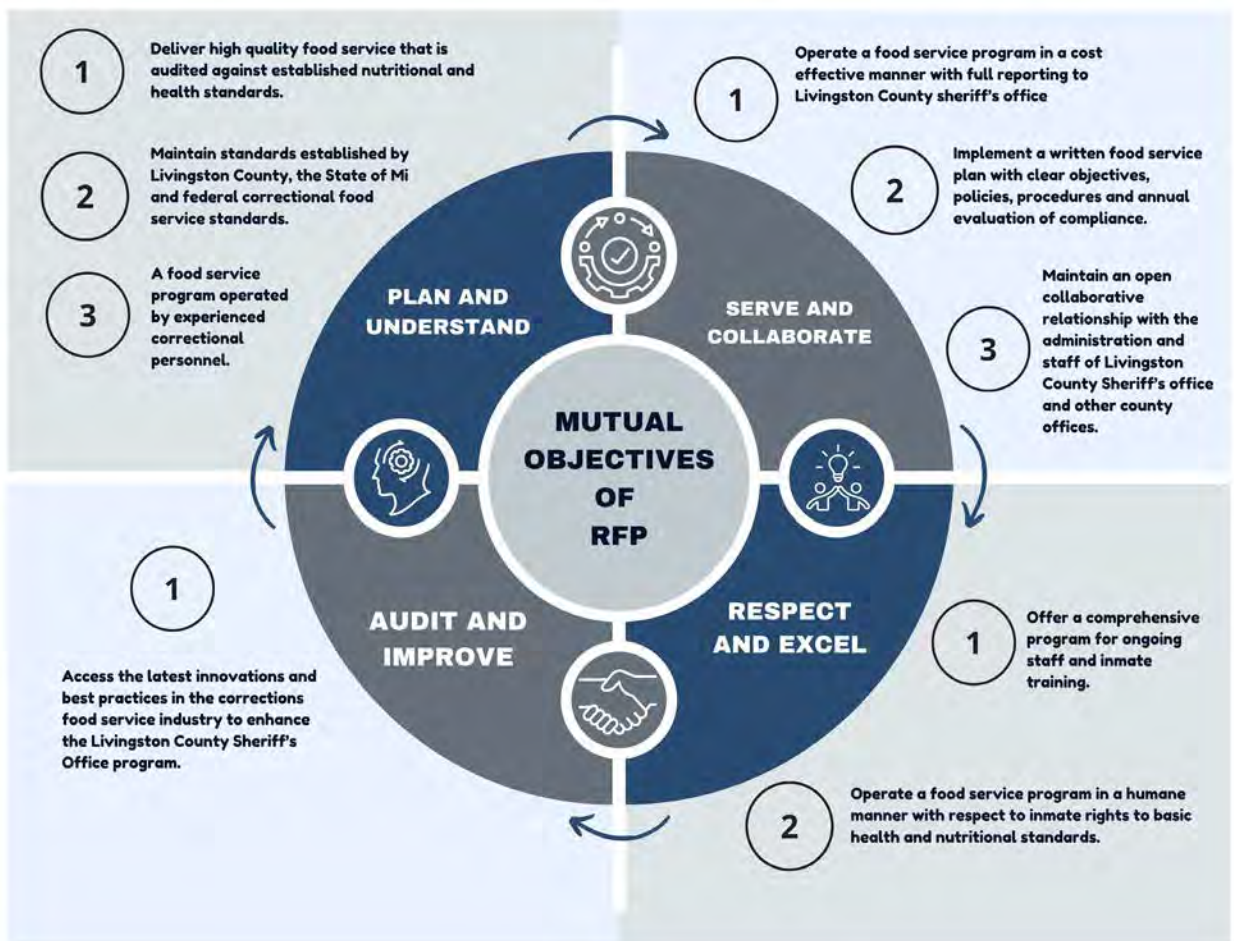
Canteen Services, Inc. affirms to be in good standing in the State of Michigan and will have all necessary licenses, permits, certifications, approvals, and authorizations necessary to perform all obligations in connection with this proposal.

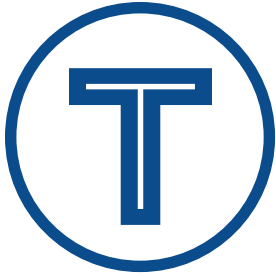
Canteen Services, Inc. confirms our capability to meet all requirements listed in RFP-LC-24-13 for Bidder Qualifications.



TIGG'S MUTUAL OBJECTIVES OF RFP

Our continued partnership with Livingston County is centered on a commitment to achieve your food service goals. Accepting responsibility is nothing without a promise to audit, assess, and grow from experience. We truly believe in approaching your food service needs collaboratively, following a cycle of accountability.





SECTION 1.0 BIDDER RESPONSE

- SCOPE OF SERVICES PG. 7
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Minimum Mandatory Requirements

Vendor must be organized for the purpose of providing institutional and/or volume food service and must demonstrate a minimum of five (5) years' previous correctional feeding experience, within the last seven (7) years, with proven ability and effectiveness in administering large scale corrections food service programs.

Canteen Services is a third-generation, family owned business, currently operated by Craig and Jeff Tiggleman, and headquartered in Coldwater, Michigan. Canteen was established in 1932 and added a focus on correctional services in 1990. We service the nutritional and personal needs of inmates through cost-effective programs, making us an industry leader in providing correctional food service, commissary, kiosk, and laundry services. Currently, we operate commissary & food service programs within 67 correctional and detention facilities throughout Indiana, Michigan, Ohio, and Illinois, including two juvenile centers, two community corrections facilities, and one senior meal program. With our vast experience, we understand the unique challenges of providing services to correctional facilities. Our unyielding commitment to continual improvement to our already high-quality standards has built Canteen's reputation for excellent service and professional integrity.

Vendor must have qualified and trained staff with sufficient back-up personnel to complete the contract requirements. Vital information must be submitted for each employee that will be in supervisory capacity at the Livingston County Jail Facility.

Canteen Services has become a leader in the county jail food service industry by focusing solely on the corrections industry. We have a uniquely experienced and qualified staff who have detailed knowledge in correctional food service. We have back-up personnel at both Ingham and Washtenaw County jails to sufficiently support contract requirements as outlined in the RFP.

Vendor must have the central office capability to supervise and monitor the program ensuring satisfactory provision of services. In addition, the vendor must have an alternate emergency preparation site in the surrounding area bordering Livingston County.

Canteen Services has a central office located in Coldwater, MI and has the ability to supervise and monitor the Livingston County food service program. We provide inmate food services to several jail facilities in Michigan including Ingham and Washtenaw Counties which border Livingston County. In the event that an alternate site is required to ensure uninterrupted food service during an emergency, one or both of these facilities will be utilized.



Minimum Mandatory Requirements (continued)

Vendor shall provide three (3) references in Section 2.2 that meet the Minimum Mandatory requirement of providing inmate food services that includes an example of their contracted meal plan. Preference will be given for demonstrated experience in providing inmate food services for institutions of a size comparable to or larger than Livingston County.

References have been provided on form 2.2 on page 22.



I.3.1 Kitchen Operations

Meal Service

Canteen will continue to plan, coordinate, handle, prepare and provide three meals per day, 365 days per year to Livingston County's correctional inmates. Our correctional food service program is delivered in a professional manner with respect given to the inmates' court established right to basic health and nutritional standards. All menus are created to provide meals with the most recent Recommended Daily Allowance for adult males as established by the National Academy of Sciences.

Safety and sanitation protocols are always followed and maintain standards established by Livingston County, State of Michigan, and Federal USDA standards. Our management team is required to complete daily kitchen inspections, weekly sanitation logs, quarterly management inspections, and compliance audits. All necessary cleaning supplies are provided by Canteen Services. Our staff follows established protocols for routine cleaning, housekeeping for food service prep areas, storage areas and maintains strict standards of sanitation as required by state and local regulations. Canteen's ServSafe trainer administers ServSafe Certifications for all Canteen kitchen staff and inmate kitchen workers through the ServSafe Food handler program.

Time and temperature controls ensure that food is served in a palatable manner. Hot food is served at 140°F or greater, and cold food is served at 45°F or less, including all applicable condiments. Mealtimes are mutually agreed upon between Canteen Services and Livingston County Jail.

Our all-inclusive commitment to your correctional food service program includes staffing, inventory, and food quality control. All utensils, kitchen tools and work-related items are secured via a locked enclosure (office) or tethered within the work area. Mealtimes will be mutually agreed upon between Canteen Services and Livingston County Jail

Staffing

Requirements for our qualified staff include being certified ServSafe food handlers along with completing an allergen certification and PREA training. Background checks are performed on all personnel, and Livingston County approves all hires before they are offered a position.



TIGG'S SCOPE OF SERVICE

Meal delivery to inmates and staff include a detailed, structured, and professional, list-based approach:

- Inmate meals are staged, prepared, and then placed on carts for the designated inmate workers to deliver to the inmates.
- A master portion chart illustrates which utensil is required to provide the required meal portions. A bulk food portion chart is also used to ensure that supervisors are aware of the number of servings per item that is available at any given time.
- Meal assembly begins when all food items are properly prepared and ready for service. Prepared menu items are ready and waiting in the proper quantities and temperatures to handle the volume of meals to be produced. The count sheet is ready and available.
- Hot and cold holding units are prepared in advance to maintain appropriate temperatures (turned on, warmed up, filled with ice, etc.). All food items are brought to the line and placed in the proper unit. Temperatures are taken and logged routinely per pre-established Canteen guidelines.
- A sample tray is made first to ensure all workers understand the routine for that meal service.
- Special diet menu items are ready and waiting in the assembly area. Diet trays are assembled using a label with the name, location, type of diet, date, and meal.

Quality and Inventory Control

Canteen Services has a strict standard for providing only the highest quality food service to our correctional food programs. A quality assurance program is in effect and is protocol in all our client facilities. The program encompasses all aspects of the food service operation. If one step of an operation does not meet the standards stated, on-site management staff applies immediate corrective action.

Quality and inventory processes have been implemented for:

- Food purchasing
- Food storage and retrieval
- Meal production
- Meal service
- Daily recording of cooler/freezer temperatures

Cleaning and sanitation are the responsibility of Canteen's Kitchen Staff and Regional Director of Operations. Canteen has established specific daily, weekly, monthly, and quarterly cleaning and sanitation schedules. The equipment and work areas must meet all standards of sanitation as dictated by our internal standard operating procedures. Safe food handling procedures are enforced during receiving, inventory rotation, storage, food transport, garbage removal, pest control, and any elements affecting food service operations.



TIGG'S SCOPE OF SERVICE

We proactively clean and strictly adhere to sanitation standards. Canteen Services will provide Livingston County a sanitation program that includes regularly scheduled cleaning, exacting preventive maintenance, plus initial and ongoing employee training. These collective efforts ensure that our high standards always remain at optimum levels.

Inspecting for issues before they become problems is our proactive approach. An on-site supervisor conducts daily sanitation inspections; if needed, corrective actions are made immediately. We keep potential health hazards from becoming actual hazards. A copy of the inspection is supplied to the appropriate administration on a weekly basis.

Each day, we use several standard forms for **meal preparation, production, quality, and quantity**, as we monitor the following:

- Food temperature control
- Tool control
- Meal counts by diet
- Hot and cold holding
- Quality of meals upon delivery

Safe, Sanitary, Secure Food Service

Canteen Services will comply with all policies and procedures specific to providing safe, sanitary, and secure food service and innovative management, including supervision and internal security of products and equipment available to offenders.

Key control is a crucial part of Canteen's overall security procedures. Employees are trained in detail to understand how improperly handled keys can lead to security risks. A secure and efficient key control system is the Key Control Center or Key Box. All keys are numbered, tagged, and kept in a locked box. Access to the key box is limited. Any time a key is removed, an identification tag is hung in its place. At any given time, the person in charge of the key control center knows where the keys are. Canteen employees know they must learn the procedures followed at their facility. They're also trained to understand the rules that apply to all institutions.

Tool control involves keeping track of all tools, including anything in the kitchen from choppers to serving spoons. Canteen employees are trained to understand that all items, however simple they might seem, are contraband if they are not issued to the inmate or obtained in an authorized manner.



TOOL CONTROL (CONTINUED)

Broken or damaged tools are an important area of focus for Canteen employees. All tools are continually surveyed for damage. The Food Service Supervisor is responsible for properly and safely disposing of these items and arranging for replacement.

Missing kitchen utensils are a serious matter, and Canteen employees are trained to be vigilant and proactive. For any missing item, employees must promptly report it to the Food Service Supervisor and/or to the Livingston County Administration. Protocol in this situation is to conduct an immediate search of the kitchen and storage areas for the missing tool.

Security is not just an obligation, but a major responsibility for all Canteen associates. Canteen shares the security goals of an institution and aids in maintaining the overall security program which is designed to:

- Ensure the safety of staff and residents
- Maintain order in the facility
- Help prevent inmate escapes

Complaints and Grievances

Canteen Services has established a process for addressing offender and staff complaints about food and service, minimizing the potential for offender litigation. Staff-generated concerns are reported directly to the kitchen manager so they may address them in a timely manner. If they are unable to resolve the issue, the Regional Director of Operations will assist in finding an acceptable solution.

Grievances generated from inmate complaints are forwarded to our grievance response team for response typically within 24 hours. If the inmate complaint is valid, an immediate resolution is found, and the issue is corrected going forward.

A safe work environment is of the highest importance to Canteen Services, and we address any issues that may arise in a timely and professional manner. Grievances shall be handled immediately by our staff according to Livingston County's standards, and we are available 24/7.



Other Specifications, Processes and Procedures

Canteen Services specifications and Standard Operating Procedures on Meal Delivery, Quality Control, Safety, Sanitation, and Security that will be adhered to for all food products and service include:

- Employee Illness
- Handwashing
- Ware washing
- Cross Contamination
- Purchasing Foods from Approved Sources
- Cleaning and Sanitizing Food Contact Surfaces
- Cooling Potentially Hazardous Food
- Which Foods Would be Considered Potentially Hazardous
- Thawing Potentially Hazardous Food
- Using Time Only as a Method to Control Bacterial Growth
- Reheating Potentially Hazardous Food
- Preventing Bare Hand Contact with Ready-to-Eat Food
- Hot-Holding Potentially Hazardous Food
- Date-marking Ready-to-Eat, Potentially Hazardous Food
- Cold-Holding Potentially Hazardous Food

Canteen Services staff receive initial and on-going training annually in various topics including:

- Prison Rape Elimination Act (PREA)
- Cultural Awareness in Corrections
- Professional Ethics in Corrections
- Bloodborne Pathogens
- Effective Communication
- Controlling Contraband
- Ethical Decision Making
- Infection Control
- Fire Safety
- Employee Wellness - Emotional Intelligence
- First Aid
- Sexual/Workplace Harassment



Emergency and Contingency Plan

Canteen's experience in county jails has prepared our administrative and food service staff for a wide range of food related issues associated with inmate disruptions. As part of Canteen's comprehensive emergency contingency plan, we have instructed our managers to keep staple items on hand and in the proper quantities. This ensures that the feeding cycles do not fall excessively behind schedule.

It is Canteen Service's policy to be prepared to serve all meals as scheduled despite emergency situations, such as power loss, fire, inmate-lock-down or local disaster. Each unit is required to have a written plan which outlines its needs in the event of the above:

- A minimum supply of food and disposable service ware is always kept on hand. Additional supplies of those items which would be most needed in an emergency are also kept; the amount and scope vary with the size and complexity of the individual facility.
- Canteen will maintain stocks in addition to those required on a normal basis. These food items are in addition to what is typically available for the day's meal service. A three day supply of food stock is on-hand at the facility at all times - 24 / 365.
- Staff from nearby food service facilities will be detailed to assist if required. Unit staff would be on 24-hour alert. If needed, a self-contained refrigerated vehicle will be requested from a vendor. It is the duty of the unit's Food Service Supervisor, in consultation with the client, to determine the necessary steps to be taken in any emergency situation.

Canteen Services provides inmate food services to several jail facilities within close proximity to Livingston County. In the event of complete loss of use of the Livingston County Jail kitchen, Canteen can utilize a neighboring county jail facility at either Washtenaw County or Ingham County jails.

In the event of a major disaster, our on-site staff is trained to respond using a pre-designated call back telephone procedure. Staff members are instructed to contact the jail should communications be interrupted. Canteen has many food service accounts located throughout the region to add personnel and production if needed, as well as a fleet of vehicles that can be immediately mobilized in an emergency. Canteen will provide off-site support from the neighboring county facilities when necessary.



I.3.2 Inmate Food Service

Menu Plans

Canteen will continue to provide three meals per day, 365 days per year to Livingston County's correctional inmates. Meals are delivered after written confirmation of the number of meals, no less than one hour prior to the food service times, as specified by the Jail Administrator or their designated representative(s). Our on-site food service supervisor meets with jail staff weekly to reconcile the number of meals served and address any food service issues that may have occurred during the previous week.

Our correctional food service program is delivered in a professional manner with respect given to the inmates' court established right to basic health and nutritional standards. All menus are created to provide meals with the most recent Recommended Daily Allowance for adult males as established by the National Academy of Sciences. Our dietitian ensures a healthy and nutritional menu plan. Your facility benefits from a registered dietitian's certification of both menu and nutritional analysis.

Nutrition and dietary expertise. A unique aspect of our service is a dedicated, on-staff registered dietitian and on-staff registered dietetic technician, who together, create nutritious menus that not only meet the needs of the inmate population for dietary, cultural, and religious requirements, but also meets or exceeds the federal, state, and local guidelines. Dietary modifications are made in accordance with the American Correctional Association (ACA), Nutrition Care Manual of the Academy of Nutrition and Dietetics and comply with the Recommended Daily Allowance for adult males as established by the National Academy of Sciences.

Time and temperature controls ensure that food is served in a palatable manner. Hot food is served at 140°F or greater, and cold food is served at 45°F or less, including all applicable condiments. Mealtimes will be mutually agreed upon between Canteen Services and Livingston County Jail.

Reporting

Canteen Services provides weekly reports to Livingston County via email detailing the number and types of meals served, snacks served, and any special diets. The weekly report includes the cost of the week's meal service, broken down by meal type. This data is retained by Canteen's corporate office and can easily be included in a quarterly or annual report, broken down by specific metrics, as requested by Livingston County.



TIGG'S SCOPE OF SERVICE

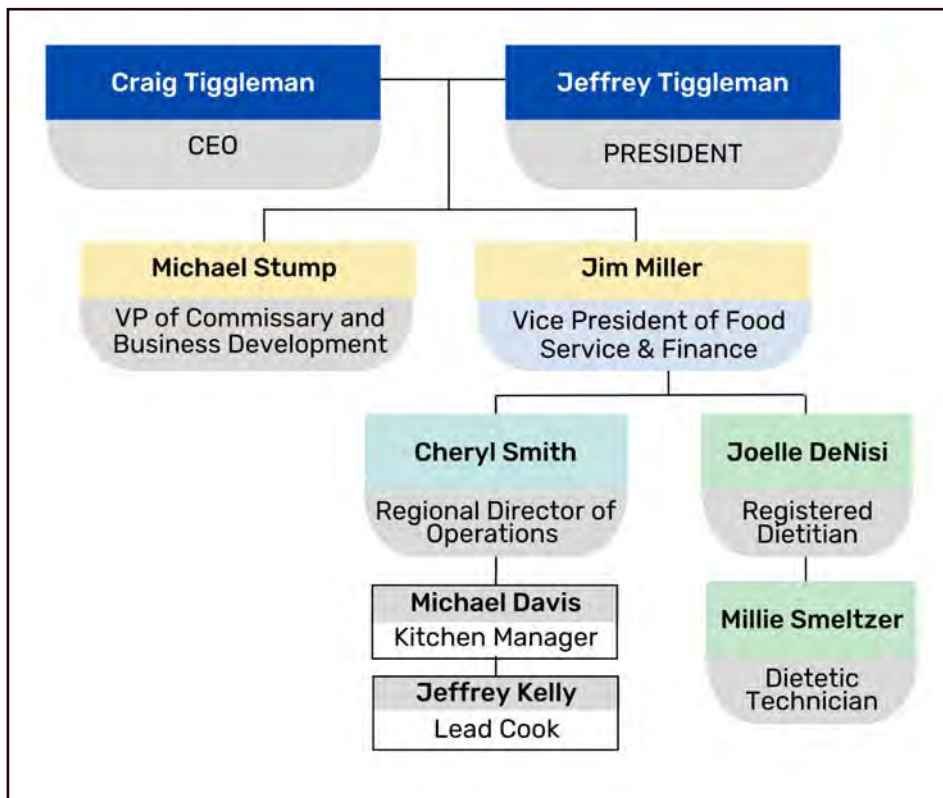
Additionally, the kitchen manager maintains a substitution log to record any deviations from the established menu which is, in turn, reviewed by the dietetic technician to confirm substitutions were appropriate to the meal service. Kitchen managers are also required to notify the client of any substitutions prior to meal service to keep them apprised of any menu changes and the reason for the change. Canteen Services does not currently offer an online report portal.

I.5 Company Service Capabilities

Account Management

Canteen Services is a leader in the county jail food and commissary service industry by focusing solely on correctional facilities like yours. We have a staff that is knowledgeable, experienced and qualified to manage every aspect of your correctional food service program in Livingston County.

LIVINGSTON COUNTY ORG CHART





TIGG'S SCOPE OF SERVICE

Primary account representatives responsible for the day-to-day operations of inmate food service contract. Include name, title, address, phone and email for key contacts.

Key Staff Contact Information:

Michael Stump

Vice President of Commissary & Business Development
Canteen Services, Inc.
353 S. Michigan Ave. Coldwater, MI 49036
Phone: 616.450.5495
Email: mstump@canteenservices.com

Cheryl Smith

Regional Director of Operations
ACFSA Member | ServSafe Proctor
Canteen Services, Inc.
353 S. Michigan Ave., Coldwater, MI 49036
Phone: 269.223.2620
Email: csmith@canteenservices.com

Michael Davis

Kitchen Manager - Livingston County Jail
353 S. Michigan Ave., Coldwater, MI 49036
Phone: 877-922-6833
Email: mdavis@canteenservices.com

Jeffrey Kelly

Lead Cook - Livingston County Jail
353 S. Michigan Ave., Coldwater, MI 49036
Phone: 877-922-6833
No email address



Communication Plan

Throughout Canteen's decades of experience, we have done one thing very well, and that's listening to the needs of our partners. Our keen ear has allowed us to understand what county jails need most from a vendor partner and we have built our strengths in those areas.

Canteen Services ensures an open line of communication with Livingston County's administration and leadership to monitor the food service program Livingston County is receiving.

As a food service provider and partner, we adhere to strict standards as they relate to contract performance, issue management and change management. We share in your definition of an "issue" as any event that impacts meal schedules, scope, service, delivery, quality or budget. A "change" is identified as a change in corporate leadership, structure, merger or corporate acquisition.

All information acquired through our working relationship with Livingston County shall remain of a confidential nature.

Customer Service

Canteen's on-site kitchen manager will schedule weekly meetings with Livingston County administrators to review any issues or changes with the food service program. Canteen Services customer service team is available 24/7/365.



I. Company Profile

2.1 Company Profile

Official Name of Bidder: Canteen Services, Inc.		Type of Entity/Organization (check one):	
Street Address: 353 S. Michigan Ave.		<input checked="" type="checkbox"/> Corporation	
County: Branch		<input type="checkbox"/> Joint Venture	
State: Michigan	Zip Code: 49036	<input type="checkbox"/> Limited Liability Partnership	
Website: www.canteenservices.com		<input type="checkbox"/> Partnership	
Primary Contact Name: Michael Stump		<input type="checkbox"/> Limited Liability Corporation	
Primary Contact Phone Number 616-450-5495		<input type="checkbox"/> Non-Profit / Church	
Primary Contact Email Address: mstump@canteenservices.com		<input type="checkbox"/> Other:	
Federal Tax ID Number: 38-1557774		Dun & Bradstreet (D&B) Number (if applicable):	
Has your company ever been debarred by the Federal Government? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, has it been lifted and if so, when?			
Has your company ever been debarred by State Governments? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, has it been lifted and if so, when?			
Brief history of your company, including the year it was established:			
The individual below is authorized to sign on behalf of the company submitting this proposal. Proposals must be signed by an official authorized to bind the provider to its provisions for a period of at least 90 days.			
Signature: <i>Jeffrey J. Tiggleman</i>			
Name and Title of Signer: Jeffrey Tiggleman, President			
Date: July 15th, 2024			

***Please include a current W-9 and evidence of insurance coverage as outlined in Section 4.4: Insurance Requirements.**



TIGG'S TECHNICAL PROPOSAL

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)
Canteen Services, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.
 Individual/sole proprietor C corporation S corporation Partnership Trust/estate
 LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)
 Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.
 Other (see Instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See Instructions.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____
(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.
353 S Michigan Ave.

6 City, state, and ZIP code
Coldwater, MI 49036

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[] [] [] - [] [] - [] [] [] [] [] []

Or
Employer identification number
3 8 - 1 5 5 7 7 4

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person *[Signature]* Date **7-3-24**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).


Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



Canteen Services

TIGG'S TECHNICAL PROPOSAL

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 6/25/2024		
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 have ADDITIONAL INSURED provisions or 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 The Campbell Group 4808 Broadmoor Ave SE Kentwood MI 49512		CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 877-488-5769 FAX (A/C, No): 800-847-3129 E-MAIL ADDRESS: certs@thecampbellgrp.com				
INSURED		INSURER(S) AFFORDING COVERAGE		NAIC #		
Canteen Services, Inc. 353 S Michigan Ave P.O. Box 160 Coldwater MI 49036		INSURER A : Midwest Employers Casualty Company		23612		
CANTSER-01		INSURER B : Selective Insurance Company of America		12572		
		INSURER C :				
		INSURER D :				
		INSURER E :				
		INSURER F :				
COVERAGES		CERTIFICATE NUMBER: 217145071		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 SUBR INSD WVRD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		S 2351205	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		S 2351205	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		S 2351205	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	CANTE1R	1/1/2024	12/31/2024	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) WHEN REQUIRED IN WRITTEN CONTRACT OR AGREEMENT: General Liability: Any person or organization is additional insured on a primary and non-contributory basis and a waiver of subrogation shall apply in their favor. Automobile Liability: Any person or organization is additional insured on a primary and non-contributory basis and a waiver of subrogation shall apply in their favor. The above conditions apply to County of Livingston and Livingston County Sheriff as Additional Insureds.						
CERTIFICATE HOLDER			CANCELLATION			
Livingston County 304 E Grand River, Suite 204 Howell MI 48843			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 			
© 1988-2015 ACORD CORPORATION. All rights reserved.						
ACORD 25 (2016/03)		The ACORD name and logo are registered marks of ACORD				



2.2 References

Provide a minimum of three (3) references for services of similar scope.

Entity Name: Ingham County Sheriff's Office	
Contact Name: Robert Earle	Title: Captain
County: Ingham	State: Michigan
Phone Number: 517-676-8321	Years Served: 15 years
Contact Email: rearle@ingham.org	
Description of Services: Inmate Food and Commissary Services	
Annual Volume: Meals Served 2023: 517,705, Snacks Served 2023: 12,871	

Entity Name: Muskegon County Sheriff's Office	
Contact Name: Matthew Smith	Title: Captain
County: Muskegon	State: Michigan
Phone Number: 231-724-7177	Years Served: 26 years
Contact Email: matthew.smith@muskegonsheriff.com	
Description of Services: Inmate Food and Commissary Services	
Annual Volume: Meals Served 2023: 400,626, Snacks Served: 1,563	

Entity Name: Saginaw County Sheriff's Office	
Contact Name: Ebony Rasco	Title: Lieutenant
County: Saginaw	State: Michigan
Phone Number: 989-790-5409	Years Served: 32 years
Contact Email: erasco@saginawcounty.com	
Description of Services: Inmate Food and Commissary Services	
Annual Volume: Meals Served: 2023: 441,543, Snacks Served: 6,112	



TIGG'S TECHNICAL PROPOSAL

2.3 Certificate of Compliance with Public Act of 517 of 2012

I certify that neither Canteen Services, Inc. (Company), nor any of its successors, parent companies, subsidiaries, or companies under common control, are an "Iran Linked Business" engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. In the event it is awarded Contract as a result of this Invitation to Proposal, Company will not become an "Iran linked business" during the course of performing the work under the Contract.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR TWO TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

Name of Company: Canteen Services, Inc
By: Jeffrey Tiggelman <i>Jeffrey J. Tiggelman</i>
Title: President
Date: July 15, 2024

Notary	
State of <u>Michigan</u>	
County of <u>Kent</u>	
Sworn to and subscribed before me, a notary public in and for the above state and county, on this <u>27th</u> day of <u>June</u> , 20 <u>24</u> .	
Notary Public <u>Susan Mae VanKooten</u>	
My commission expires: <u>02-08-2025</u>	

SUSAN MAE VANKOOTEN
Notary Public, State of Michigan
County of Kent
My Commission Expires 2/8/2025
Acting in the County of Kent



2.4 Price Assurance Certification

This contract will be a statewide cooperative contract which will enable government municipalities and educational entities to “piggyback” and purchase from the competitively awarded contract.

All pricing submitted to Livingston County shall include 2.0% administrative/remittance fee to be remitted to the Michigan Association of Counties (MAC) by the awarded vendor. It is the awarded vendor's responsibility to keep all product listings and sales reports up to date and on file with Livingston County/MAC.

By signing below, the bidder agrees to and acknowledges the following: <ul style="list-style-type: none">• An understanding of Section 1.7 titled Statewide Cooperative Program.• The 2% administrative fee is included in all pricing quoted in this bid response.
Name (Print or Type): Jeffrey Tiggelman
Signature: <i>Jeffrey J. Tiggelman</i>
Date: July 15th, 2024



TIGG'S TECHNICAL PROPOSAL


2.5 Proposal Submission Checklist

To enable consistent Proposal evaluation, the following Proposal Contents/Format has been developed.

FAILURE TO SUBMIT THE REQUESTED DOCUMENTS COULD RESULT IN DETERMINING THE SUBMISSION AS NON-RESPONSIVE AND REJECTED.

Complete?	Item Description
X	Section 1 – Bidder Responses
X	Section 2.1 – Company Profile with W-9 and Certificate of Insurance
X	Section 2.2 – References
X	Section 2.3 – Certificate of Compliance with Public Act 517 of 2012
X	Section 2.4 – Price Assurance Certification
X	Section 2.5 – Proposal Submission Checklist
X	Pricing Proposal – Attachment A
X	Addendum Signature Page (s) *(If applicable)

Submitted proposal contains all completed forms/certifications as listed above:

Authorized Signature: 
Printed Name of Authorized Representative: Jeffrey Tiggleman
Title: President
Date: July 15th, 2024



ATTACHMENT A + MENUS

- ATTACHMENT A: PRICING PROPOSAL PG. 27
- SAMPLE MENUS:
 - COLD BREAKFAST, HOT LUNCH, HOT DINNER | PG. 28
 - HOT BREAKFAST, HOT LUNCH, HOT DINNER | PG. 32



TIGG'S ATTACHMENT A: PRICING PROPOSAL

Inmate Food Service Attachment A: Pricing Proposal

Vendor Name: Canteen Services

Instructions: Please complete the below table and provide sample menus. Please submit Attachment A: Pricing Proposal and sample menus in a separate sealed envelope labeled Attachment A.

Meal Service Description	Quantity	Rate	Meal Service Total
Breakfast - Hot	275	\$2.22	\$610.50
Breakfast - Cold	275	\$1.65	\$453.75
Breakfast - Hot Special Meal Service/Religious Diets	20	\$4.72	\$94.40
Breakfast - Cold Special Meal Service	20	\$3.15	\$63.00
Lunch - Hot	275	\$1.65 w/cold breakfast \$2.22 w/hot breakfast	\$463.75 w/cold breakfast \$610.50 w/hot breakfast
Lunch - Hot Special Meal Service/Religious Diets	20	\$4.72	\$94.40
Dinner - Hot	275	\$1.65 w/cold breakfast \$2.22 w/hot breakfast	\$463.75 w/cold breakfast \$610.50 w/hot breakfast
Dinner - Hot Special Meal Service/Religious Diets	20	\$4.72	\$94.40
Special Snacks/Pregnancy/Diabetics - AM/PM	10	\$1.37	\$13.70
Breakfast - Staff Required for Hot Meal Service		8 Inmate Workers	3 FT Employees 2 PT Employees
Breakfast - Staff Required for Cold Meal Service		8 Inmate Workers	1 FT Employee 1 PT Employee
Lunch - Staff Required for Hot Meal Service		8 Inmate Workers	Staffing dependent on cold or hot breakfast service.
Dinner - Staff Required for Hot Meal Service		8 Inmate Workers	Staffing dependent on cold or hot breakfast service.
Option 1: Flat Rate Price Per Meal - All Meals - (Breakfast Hot, Lunch Hot, Dinner Hot)	300	\$2.03	\$609.00
Option 2: Flat Rate Price Per Meal - All Meals - (Breakfast Cold, Lunch Hot, Dinner Hot)	300	\$1.55	\$465.00
Option 3: Other Proposed Pricing			



Canteen Services

TIGG'S SAMPLE MENUS

Cold Breakfast, Hot Lunch, and Hot Dinner Menu - Week 1

Week 1 Menu



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.
	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each
	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup
	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices
	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet
Milk 1 Cup		Milk 1 Cup		Milk 1 Cup		Milk 1 Cup	
Lunch	Chicken Patty 1 Each	Cajun Brat 1 Each	Sloppy Joes 1 Each	Pizza 1 Slice	Salisbury Patty 1 Each	Turkey Salami 3 Oz.	Hamburger 1 Each
	Mashed Potato 3/4 Cup	Potato and Corn Chowder 3/4 Cup	Potato Chips 1 Cup	Pasta Salad 3/4 Cup	Mashed Potato 3/4 Cup	Cheese 1 Oz.	Bread 2 slices
	Chicken Gravy 1/4 Cup	Biscuit 1 Each	Salad 1/2 Cup	Carrots 1/2 Cup	Beef Gravy 1/4 Cup	Bread 2 Slices	Mac & Cheese 3/4 Cup
	Biscuit 1 Each	Salad 1/2 Cup	Dressing 1 Each	Cookie 1 Each	Biscuit 1 Each	Mustard 1 Packet	Salad 1/2 Cup
	Salad 1/2 Cup	Dressing 1 Oz.	Bread 2 slices	Fortified Beverage 1 Cup	Salad 1/2 Cup	Macaroni Salad 3/4 Cup	Dressing 1 Oz.
	Dressing 1 Oz.	Yellow Cake 1 Each	Apple Sauce 1/2 Cup		Dressing 1 Oz.	Peas & Carrots 1/2 Cup	Ketchup 1 Packet
	Cookie 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Yellow Cake 1 Each	Pineapple 1/2 Cup	Cookie 1 Each
	Fortified Beverage 1 Cup				Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup
Dinner	Mac & Cheese w/Grd Meat 1 1/4 Cup	Meat Balls 6 Each	Tortilla Shell 6" 2 Each	Cheesy Potatoes w/ T. Ham 1 1/4 Cup	Popcorn Chicken 3/4 Cup	Pasta & Meat Sauce 1 1/4 Cup	Hot Dog 2 Each
	Peas 1/2 Cup	Gravy 1/4 Cup	Taco Mix w/Cheese 1/2 Cup	Peas 1/2 Cup	Mac & Cheese 3/4 Cup	Salad 1/2 Cup	Bread 2 Slices
	Chocolate Cake 1 Each	Pasta 3/4 Cup	Corn 1/2 Cup	Cornbread 1 Each	Corn 1/2 Cup	Dressing 1 Oz.	Ketchup 1 Packet
	Cornbread 1 Each	Mixed Vegetables 1/2 Cup	Seasoned Rice 3/4 Cup	Chocolate Cake 1 Each	Corn bread 1 Each	Corn Bread 1 Each	Mustard 1 Packet
	Fortified Beverage 1 Cup	Cornbread 1 Each	Cake 1 Each	Fortified Beverage 1 Cup	Chocolate Cake 1 Each	Chocolate Cake 1/2 Cup	Baked Beans 3/4 Cup
		Chocolate Cake 1 Each	Taco Sauce 1 Packet		BBQ Sauce 2 Packets	Fortified Beverage 1 Cup	Corn 1/2 Cup
		Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Fortified Beverage 1 Cup		Chocolate Cake 1 Each
						Fortified Beverage 1 Cup	

- 1) Servings shown in ounces (Oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

7/2024

Dietitian Review Date

Joelle DeNisi

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Cold Breakfast, Hot Lunch, and Hot Dinner Menu - Week 2

Week 2 Menu															
Canteen Services TIGG'S															
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday								
Breakfast	Boiled Eggs	2 Each	Peanut Butter	1 Oz.	Boiled Eggs	2 Each	Peanut Butter	1 Oz.	Boiled Eggs	2 Each	Peanut Butter	1 Oz.	Boiled Eggs	2 Each	
	Pastry	1 Each	Pastry	1 Each	Pastry	1 Each	Pastry	1 Each	Pastry	1 Each	Pastry	1 Each	Pastry	1 Each	
	Biscuit	1 Each	Cereal	1 Cup	Biscuit	1 Each	Cereal	1 Cup	Biscuit	1 Each	Cereal	1 Cup	Biscuit	1 Each	
	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	
	Milk	1 Cup	Jelly	1 Packet	Milk	1 Cup	Jelly	1 Packet	Milk	1 Cup	Jelly	1 Packet	Milk	1 Cup	
		Milk	1 Cup		Milk	1 Cup		Milk	1 Cup		Milk	1 Cup		Milk	1 Cup
Lunch	Grilled cheese		Spicy Chicken Patty	1 Each	BBQ Patty	1 Each	Salisbury Patty	1 Each	Pizza Burger w/Sauce	1 Each	Fish Patty	1 Each	Hamburger	1 Each	
	Buttered Bread	2 Slices	Garlic Mash Potatoes	3/4 Cup	Bread	2 Each	Mashed Potatoes	3/4 Cup	Pasta Salad	3/4 Cup	Bread	2 Slices	Bread	2 Slices	
	Cheese	1 Slice	Biscuit	1 Each	BBQ Saice	1 Packet	Beef Gravy	1/4 Cup	Corn	1/2 Cup	Tartar Sauce	1 Packet	Mac and Cheese	3/4 Cup	
	Oven Brown Potatoes	3/4 Cup	Salad	1/2 Cup	Pasta Salad	3/4 Cup	Peas & Carrots	1/2 Cup	Bread	1 Each	Potato Chips	1 Cup	Carrots	1/2 Cup	
	Salad	1/2 Cup	Dressing	1 Oz.	Carrots	1/2 Cup	Biscuit	1 Each	Yellow Cake	1 Each	Coleslaw	1/2 Cup	Ketchup	1 Packet	
	Dressing	1 Oz.	Fortified Beverage	1 Cup	Yellow Cake	1 Each	Cookie	1 Each	Fortified Beverage	1 Cup	Cake	1 Each	Cookie	1 Each	
	Cookie	1 Each	Pineapple	1/2 Cup	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup			Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	
	Fortified Beverage	1 Cup													
Dinner	Chili	1 1/4 Cup	Mac and Cheese W/Turkey Ham	1 1/4 Cup	Tortilla Shell 6"	2 Each	Meatloaf Patty	1 Each	Chicken Tenders	6 Each	Cheesy Chicken Rice & Broc Casserole	1 1/4 Cup	Hot Dog	2 Each	
	Crackers	2 Packets	Coleslaw	1/2 Cup	Corn	1/2 Cup	Garlic Mashed Potatoes	3/4 Cup	Waffle	1 Each	Salad	1/2 Cup	Bread	2 Slices	
	Corn	1/2 Cup	Combread	1 Each	Taco Mix w/Cheese	1/2 Cup	Green Beans	1/2 Cup	Syrup	1 Oz.	Dressing	1 Oz.	Ketchup	1 Packet	
	Cake	1 Each	Chocolate Cake	1 Each	Seasoned Rice	3/4 Cup	Combread	1 Each	Potato Shreds	3/4 Cup	Combread	1 Each	Mustard	1 Packet	
	Corn Bread	1 Each	Fortified Beverage	1 Cup	Cookie	1 Each	Chocolate Cake	1 Each	Applesauce	1/2 Cup	Chocolate Cake	1 Each	BBQ Beans	3/4 Cup	
	Fortified Beverage	1 Cup			Taco Sauce	1 Packet	Ketchup	1 Packet	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Corn	1/2 Cup	
					Fortified Beverage	1 Cup	Fortified Beverage	1 Cup					Cake	1 Each	
													Fortified Beverage	1 Cup	

- 1) Servings shown in ounces (Oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

7/2024

Dietitian Review Date

Joelle DeNise

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Cold Breakfast, Hot Lunch, and Hot Dinner Menu - Week 3

Week 3 Menu



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.
	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each
	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup
	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices
	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet
	Milk 1 Cup		Milk 1 Cup		Milk 1 Cup		Milk 1 Cup
Lunch	Chicken Patty 1 Each	Cajun Brat 1 Each	Sloppy Joes 1 Each	Pizza 1 Slice	Salisbury Patty 1 Each	Turkey Salami 3 Oz.	Hamburger 1 Each
	Mashed Potato 3/4 Cup	Potato and Corn Chowder 3/4 Cup	Potato Chips 1 Cup	Pasta Salad 3/4 Cup	Mashed Potato 3/4 Cup	Cheese 1 Oz.	Bread 2 slices
	Chicken Gravy 1/4 Cup	Biscuit 1 Each	Salad 1/2 Cup	Carrots 1/2 Cup	Beef Gravy 1/4 Cup	Bread 2 Slices	Mac & Cheese 3/4 Cup
	Biscuit 1 Each	Salad 1/2 Cup	Dressing 1 Each	Cookie 1 Each	Biscuit 1 Each	Mustard 1 Packet	Salad 1/2 Cup
	Salad 1/2 Cup	Dressing 1 Oz.	Bread 2 slices	Fortified Beverage 1 Cup	Salad 1/2 Cup	Macaroni Salad 3/4 Cup	Dressing 1 Oz.
	Dressing 1 Oz.	Yellow Cake 1 Each	Apple Sauce 1/2 Cup		Dressing 1 Oz.	Peas & Carrots 1/2 Cup	Ketchup 1 Packet
	Cookie 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Yellow Cake 1 Each	Pineapple 1/2 Cup	Cookie 1 Each
	Fortified Beverage 1 Cup				Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup
Dinner	Mac&Cheese w/Grd Meat 1 1/4 Cup	Meat Balls 6 Each	Tortilla Shell 6" 2 Each	Cheesy Potatoes w/ T. Ham 1 1/4 Cup	Popcorn Chicken 3/4 Cup	Pasta & Meat Sauce 1 1/4 Cup	Hot Dog 2 Each
	Peas 1/2 Cup	Gravy 1/4 Cup	Taco Mix w/Cheese 1/2 Cup	Peas 1/2 Cup	Mac & Cheese 3/4 Cup	Salad 1/2 Cup	Bread 2 Slices
	Chocolate Cake 1 Each	Pasta 3/4 Cup	Corn 1/2 Cup	Cornbread 1 Each	Corn 1/2 Cup	Dressing 1 Oz.	Ketchup 1 Packet
	Cornbread 1 Each	Mixed Vegetables 1/2 Cup	Seasoned Rice 3/4 Cup	Chocolate Cake 1 Each	Corn bread 1 Each	Corn Bread 1 Each	Mustard 1 Packet
	Fortified Beverage 1 Cup	Cornbread 1 Each	Cake 1 Each	Fortified Beverage 1 Cup	Chocolate Cake 1 Each	Chocolate Cake 1/2 Cup	Baked Beans 3/4 Cup
		Chocolate Cake 1 Each	Taco Sauce 1 Packet		BBQ Sauce 2 Packets	Fortified Beverage 1 Cup	Corn 1/2 Cup
		Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Fortified Beverage 1 Cup		Chocolate Cake 1 Each
						Fortified Beverage 1 Cup	

- 1) Servings shown in ounces (Oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

7/2024

Dietitian Review Date

Joelle DeNise

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Cold Breakfast, Hot Lunch, and Hot Dinner Menu - Week 4

Week 4 Menu



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each	Peanut Butter 1 Oz.	Boiled Eggs 2 Each
	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each	Pastry 1 Each
	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each
	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup
Lunch	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup	Jelly 1 Packet	Milk 1 Cup
		Milk 1 Cup		Milk 1 Cup		Milk 1 Cup	
	Grilled cheese	Spicy Chicken Patty 1 Each	BBQ Patty 1 Each	Salisbury Patty 1 Each	Pizza Burger w 1 Each	Fish Patty 1 Each	Hamburger 1 Each
	Buttered Bread 2 Slices	Garlic Mash Potatoes 3/4 Cup	Bread 2 Each	Mashed Potatoes 3/4 Cup	Pasta Salad 3/4 Cup	Bread 2 Slices	Bread 2 Slices
	Cheese 1 Slice	Biscuit 1 Each	BBQ Saice 1 Packet	Beef Gravy 1/4 Cup	Corn 1/2 Cup	Tartar Sauce 1 Packet	Mac and Cheese 3/4 Cup
	Oven Brown Potatoes 3/4 Cup	Salad 1/2 Cup	Pasta Salad 3/4 Cup	Peas & Carrots 1/2 Cup	Bread 1 Each	Potato Chips 1 Cup	Carrots 1/2 Cup
	Salad 1/2 Cup	Dressing 1 Oz.	Carrots 1/2 Cup	Biscuit 1 Each	Yellow Cake 1 Each	Coleslaw 1/2 Cup	Ketchup 1 Packet
	Dressing 1 Oz.	Fortified Beverage 1 Cup	Yellow Cake 1 Each	Cookie 1 Each	Fortified Bever: 1 Cup	Cake 1 Each	Cookie 1 Each
Cookie 1 Each	Pineapple 1/2 Cup	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	
Fortified Beverage 1 Cup							
Dinner	Chili 1 1/4 Cup	Mac and Cheese W/Turkey Ham 1 1/4 Cup	Tortilla Shell 6" 2 Each	Meatloaf Patty 1 Each	Chicken Tender 6 Each	Cheesy Chicken Rice & Broc Casserole 1 1/4 Cup	Hot Dog 2 Each
	Crackers 2 Packets	Coleslaw 1/2 Cup	Corn 1/2 Cup	Garlic Mashed Potatoes 3/4 Cup	Waffle 1 Each	Salad 1/2 Cup	Bread 2 Slices
	Corn 1/2 Cup	Cornbread 1 Each	Taco Mix w/Cheese 1/2 Cup	Green Beans 1/2 Cup	Syrup 1 Oz.	Dressing 1 Oz.	Ketchup 1 Packet
	Cake 1 Each	Chocolate Cake 1 Each	Seasoned Rice 3/4 Cup	Cornbread 1 Each	Potato Shreds 3/4 Cup	Cornbread 1 Each	Mustard 1 Packet
	Corn Bread 1 Each	Fortified Beverage 1 Cup	Cookie 1 Each	Chocolate Cake 1 Each	Applesauce 1/2 Cup	Chocolate Cake 1 Each	BBQ Beans 3/4 Cup
	Fortified Beverage 1 Cup		Taco Sauce 1 Packet	Ketchup 1 Packet	Fortified Bever: 1 Cup	Fortified Beverage 1 Cup	Corn 1/2 Cup
			Fortified Beverage 1 Cup	Fortified Beverage 1 Cup			Cake 1 Each
							Fortified Beverage 1 Cup

- 1) Servings shown in ounces (Oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

7/2024
Dietitian Review Date

Joelle DeNisi

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Hot Breakfast, Hot Lunch, and Hot Dinner Menu - Week 1

Week 1 Menu



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Boiled Eggs 2 Each	Waffle 1 Each	Oatmeal 1 Cup	Peanut Butter 3/4 oz	Boiled Eggs 2 Each	Peanut Butter 3/4 oz	Oatmeal 1 Cup
	Pancakes 2 Each	Scrambled eggs 1/2 Cup	Pancakes 2 Each	Scrambled Eggs 1 Each	pancakes 2 Each	Scrambled Eggs 1/2 Cup	Pastry 1 Each
	Syrup 1 Each	Cereal 1 Cup	Syrup 1pkt	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each
	Cereal 1 Cup	Syrup 1 Packet	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup
	Morning Beverage 1 Cup	Morning Beverage 1 Cup	Turkey Sausage 2 Each	Jelly 1 Packet	Turkey Sausage 2 Each	Jelly 1 Packet	Turkey Sausage 2 Each
		Morning Beverage 1 Cup	Morning Beverage 1 Cup	Morning Beverage 1 Cup	Morning Beverage 1 Cup	Morning Beverage 1 Cup	Morning Beverage 1 Cup
Lunch	Chicken Patty 1 Each	Pizza 1 Slice	Sloppy Joes 1 Each	Turkey Alfredo w/Rice & Broccoli 1 1/4 Cup	Salisbury Patty 1 Each	Smoked Chicken Brat 1 Each	Hamburger 1 Each
	Rice 3/4 Cup	Potato Chips 1 Cup	Bread 2 Slices	Broccoli 1/2 Cup	Mashed Potato 3/4 Cup	BBQ beans 3/4 Cup	Bread 2 Slices
	Chicken Gravy 1/4 Cup	Salad 1/2 Cup	Oven Potatoes 3/4 Cup	Biscuit 1 Each	Beef Gravy 1/4 Cup	Biscuit 1 Each	Mac & Cheese 3/4 Cup
	Biscuit 1 Each	Dressing 1 Oz.	Mixed Vegetables 1/2 Cup	Cake 1 Each	Biscuit 1 Each	Green Beans 1/2 Cup	Carrots 1/2 Cup
	Carrots 1/2 Cup	Cake 1 Each	Cake 1 Each	Fortified Beverage 1 Cup	Butternut squash 1/2 Cup	Cake 1 Each	Ketchup 1 Packet
	Cake 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Cake 1 Each	Fortified Beverage 1 Cup	Cake 1 Each
	Fortified Beverage 1 Cup				Fortified Beverage 1 Cup		Fortified Beverage 1 Cup
Dinner	Stroganoff 1 1/4 Cup	Goulash 1 1/4 Cup	Tortilla Shell 6" 2 Each	Mac & Cheese w/Grd Meat 1 1/4 Cup	Spanish Rice 1 1/4 Cup	Pasta & Meat Sauce 1 1/4 Cup	Hot Dog 2 Each
	Biscuit 1 Each	Biscuit 1 Each	Taco Mix w/Cheese 1/2 Cup	Peas 1/2 Cup	Corn 1/2 Cup	Broccoli 1/2 Cup	Bread 2 Slices
	Peas 1/2 Cup	Green Beans 1/2 Cup	Corn 1/2 Cup	Biscuit 1 Each	Biscuit 1 Each	Biscuit 1 Each	Ketchup 1 Packet
	Cake 1 Each	Cake 1 Each	Rice 3/4 Cup	Cake 1 Each	Cake 1 Each	Cake 1 Each	Mustard 1 Packet
	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Cake 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Mixed Vegetables 1/2 Cup
			Taco Sauce 1 Packet				Oven potato shreds 3/4 Cup
			Fortified Beverage 1 Cup				Cake 1 Each
							Fortified Beverage 1 Each

1) Servings shown in ounces (oz.) are by weight, Cups are by volume.

2) Menu item weights are as served or as prepared.

3) All menu items are pork free

4) Menu is based on an average of 2500+ Calories per day.

Joelle DeNisi

7/2024

Dietitian Review Date

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Hot Breakfast, Hot Lunch, and Hot Dinner Menu - Week 2

		<div style="text-align: center;"> Week 2 Menu </div>													
		Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
Breakfast	Boiled Eggs	2 Each	Waffle	1 Each	Oatmeal	1 Cup	Peanut Butter	3/4 oz	Boiled Eggs	2 Each	Peanut Butter	3/4 oz	Oatmeal	1 Cup	
	Pancakes	2 Each	Scrambled eggs	1/2 Cup	Pancakes	2 Each	Scrambled Eggs	1 Each	pancakes	2 Each	Scrambled Eggs	1/2 Cup	Pastry	1 Each	
	Syrup	1 Each	Cereal	1 Cup	Syrup	1pkt	Cereal	1 Cup	Biscuit	1 Each	Cereal	1 Cup	Biscuit	1 Each	
	Cereal	1 Cup	Syrup	1 Packet	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	
	Morning Beverage	1 Cup	Morning Beverage	1 Cup	Morning Beverage	1 Cup	Jelly	1 Packet	Morning Beverage	1 Cup	Jelly	1 Packet	Turkey Sausage	2 Each	
					turkey sausage	2 Each	Morning Beverage	1 Cup	turkey sausage	2 Each	Morning Beverage	1 Cup	Morning Beverage	1 Cup	
Lunch	Turkey & Gravy	3/4 Cup	Chicken Patty	1 Each	BBQ patty	1 Each	Salisbury Patty	1 Each	Turkey Alfredo	3/4 Cup	Chicken Fries	6 Each	Hamburger	1 Each	
	Mashed Potatoes	3/4 Cup	Garlic Mash Potatoes	3/4 Cup	Bread	2 Each	Mashed Potatoes	3/4 Cup	Pasta	3/4 Cup	Syrup	1 Oz.	Bread	2 Slices	
	Biscuit	1 Each	Biscuit	1 Each	Ketchup	1 Packet	Butternut squash	1/2 Cup	Broccoli	1/2 Cup	Waffle	1 Each	Mac & Cheese	3/4 Cup	
	Carrots	1/2 Cup	Corn	1/2 Cup	Pasta Salad	3/4 Cup	Biscuit	1 Each	Biscuit	1 Each	Potato shreds	3/4 Cup	Carrots	1/2 Cup	
	Cake	1 Each	Cake	1 Each	Carrots	1/2 Cup	Cake	1 Each	Cake	1 Each	Applesauce	1/2 Cup	Ketchup	1 Packet	
	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Cake	1 Each	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	
					Fortified Beverage	1 Cup	Beef Gravy	1/4 Cup							
Dinner	Chili	3/4 Cup	Meatballs	6 Each	Tortilla Shells 6"	2 Each	Mac and Cheese w/Grd Meat	1 1/4 Cup	Chili Mac	1 1/4 Cup	Rice and Beans	3/4 Cup	Hot Dog	2 Each	
	Rice	3/4 Cup	Noodles w/gravy	3/4 Cup	Taco Mix w/Cheese	1/2 Cup	Peas	1/2 Cup	Green Beans	1/2 Cup	Cajun Brat	1 Each	Bread	2 Slices	
	Corn	1/2 Cup	Green Beans	1/2 Cup	Corn	1/2 Cup	Biscuit	1 Each	Biscuit	1 Each	Corn	1/2 Cup	Ketchup	1 Packet	
	Cake	1 Each	Biscuit	2 Slices	Rice	3/4 Cup	Cake	1 Each	Cake	1 Each	Cake	1 Each	Mustard	1 Packet	
	Biscuit	1 Each	Cake	1 Each	Cake	1 Each	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Biscuit	1 Each	BBQ Beans	3/4 Cup	
	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Taco Sauce	1 Packet	Fortified Beverage	1 Cup			Fortified Beverage	1 Cup	Mixed Veggies	1/2 Cup	
					Fortified Beverage	1 Cup							Cake	1 Each	
													Fortified Beverage	1 Cup	

- 1) Servings shown in ounces (oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

7/2024

Dietitian Review Date

Joelle DeNez

Registered Dietitian #86056347



Canteen Services

TIGG'S SAMPLE MENUS

Hot Breakfast, Hot Lunch, and Hot Dinner Menu - Week 3

Week 3 Menu



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast	Boiled Eggs 2 Each	Waffle 1 Each	Oatmeal 1 Cup	Peanut Butter 3/4 oz	Boiled Eggs 2 Each	Peanut Butter 3/4 oz	Oatmeal 1 Cup
	Pancakes 2 Each	Scrambled eggs 1/2 Cup	Pancakes 2 Each	Scrambled Eggs 1 Each	pancakes 2 Each	Scrambled Eggs 1/2 Cup	Pasty 1 Each
	Syrup 1 Each	Cereal 1 Cup	Syrup 1pkt	Cereal 1 Cup	Biscuit 1 Each	Cereal 1 Cup	Biscuit 1 Each
	Cereal 1 Cup	Syrup 1 Packet	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup	Bread 2 Slices	Cereal 1 Cup
Morning Beverage 1 Cup	Morning Beverage 1 Cup	Morning Beverage 1 Cup	Jelly 1 Packet	Morning Beverage 1 Cup	Jelly 1 Packet	Turkey Sausage 2 Each	Morning Beverage 1 Cup
			turkey sausage 2 Each	Morning Beverage 1 Cup	turkey sausage 2 Each	Morning Beverage 1 Cup	Morning Beverage 1 Cup
Lunch	Chicken Patty 1 Each	Chicken Kielbasa 1 Each	Pasta and sauce 1 1/4 Cup	Turkey Alfredo w/Rice & Broccoli 1 1/4 Cup	Salisbury Patty 1 Each	Pizza 1 slice	Hamburger 1 Each
	Rice 3/4 Cup	Potato & Corn Chowder 3/4 Cup	meatballs 6 Each	Broccoli 1/2 Cup	Mashed Potato 3/4 Cup	Pasta Salad 3/4 Cup	Bread 2 Slices
	Chicken Gravy 1/4 Cup	Biscuit 1 Each	Broccoli 1/2 Cup	Biscuit 1 Each	Beef Gravy 1/4 Cup	Corn 1/2 Cup	Mac & Cheese 3/4 Cup
	Biscuit 1 Each	Peas & Carrots 1/2 Cup	Biscuit 1 Each	Cake 1 Each	Biscuit 1 Each	Cake 1 Each	Carrots 1/2 Cup
	Carrots 1/2 Cup	Cake 1 Each	Cake 1 Each	Fortified Beverage 1 Cup	Butternut Squash 1/2 Cup	Fortified Beverage 1 Cup	Ketchup 1 Packet
	Cake 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup		Cake 1 Each		Fortified Beverage 1 Cup
	Fortified Beverage 1 Cup				Fortified Beverage 1 Cup		
Dinner	Stroganoff 1 1/4 Cup	Goulash 1 1/4 Cup	Tortilla Shell 6" 2 Each	Mac & Cheese w/Grd Meat 1 1/4 Cup	Spanish Rice 1 1/4 Cup	Sloppy Joes 1/2 Cup	Hot Dog 2 Each
	Biscuit 1 Each	Biscuit 1 Each	Taco Mix w/Cheese 1/2 Cup	Peas 1/2 Cup	Corn 1/2 Cup	Red Skin Potatoes 3/4 Cup	Bread 2 Slices
	Peas 1/2 Cup	Green Beans 1/2 Cup	Corn 1/2 Cup	Biscuit 1 Each	Biscuit 1 Each	Bread 2 Slices	Ketchup 1 Packet
	Cake 1 Each	Cake 1 Each	Rice 3/4 Cup	Cake 1 Each	Cake 1 Each	Mixed Veggies 1/2 Cup	Mustard 1 Packet
	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Cake 1 Each	Fortified Beverage 1 Cup	Fortified Beverage 1 Cup	Cake 1 Each	BBQ Beans 3/4 Cup
			Taco Sauce 1 Packet			Fortified Beverage 1 Cup	Mixed Veggies 1/2 Cup
			Fortified Beverage 1 Cup				Cake 1 Each
						Fortified Beverage 1 Cup	

- 1) Servings shown in ounces (oz.) are by weight, Cups are by volume.
- 2) Menu item weights are as served or as prepared.
- 3) All menu items are pork free
- 4) Menu is based on an average of 2500+ Calories per day.

Joelle DeNazi

7/2024

Dietitian Review Date

Registered Dietitian #86056347



Hot Breakfast, Hot Lunch, and Hot Dinner Menu - Week 4

Week 4 Menu														
Canteen Services														
Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		
Breakfast	Boiled Eggs	2 Each	Waffle	1 Each	Oatmeal	1 Cup	Peanut Butter	3/4 oz	Boiled Eggs	2 Each	Peanut Butter	3/4 oz	Oatmeal	1 Cup
	Pancakes	2 Each	Scrambled eggs	1/2 Cup	Pancakes	2 Each	Scrambled Eggs	1 Each	pancakes	2 Each	Scrambled Eggs	1/2 Cup	Pastry	1 Each
	Syrup	1 Each	Cereal	1 Cup	Syrup	1pkt	Cereal	1 Cup	Biscuit	1 Each	Cereal	1 Cup	Biscuit	1 Each
	Cereal	1 Cup	Syrup	1 Packet	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup	Bread	2 Slices	Cereal	1 Cup
Morning Beverage	1 Cup	Morning Beverage	1 Cup	Morning Beverage	1 Cup	Jelly	1 Packet	Morning Beverage	1 Cup	Jelly	1 Packet	Turkey Sausage	2 Each	
				turkey sausage	2 Each	Morning Beverage	1 Cup	turkey sausage	2 Each	Morning Beverage	1 Cup	Morning Beverage	1 Cup	
Lunch	Turkey & Gravy	3/4 Cup	Chicken Patty	1 Each	BBQ patty	1 Each	Salisbury Patty	1 Each	Turkey Alfredo	3/4 Cup	Fish Patty	1 Each	Hamburger	1 Each
	Mashed Potatoes	3/4 Cup	Garlic Mash Potatoes	3/4 Cup	Bread	2 Each	Mashed Potatoes	3/4 Cup	over Pasta	3/4 Cup	Bread	2 Each	Bread	2 Slices
	Biscuit	1 Each	Biscuit	1 Each	Ketchup	1 Packet	Beef Gravy	1/4 Cup	Broccoli	1/2 Cup	Oven potatoes	3/4 Cup	Mac & Cheese	3/4 Cup
	Carrots	1/2 Cup	Corn	1/2 Cup	Pasta Salad	3/4 Cup	Butternut Squash	1/2 Cup	Biscuit	1 Each	Peas	1/2 Cup	Carrots	1/2 Cup
	Cake	1 Each	Cake	1 Each	Carrots	1/2 Cup	Biscuit	1 Each	Cake	1 Each	Cake	1 Each	Ketchup	1 Packet
	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Cake	1 Each	Cake	1 Each	Fortified Beverage	1 Cup	Tartor Sauce Pkt	1 Each	Fortified Beverage	1 Cup
					Fortified Beverage	1 Cup	Fortified Beverage	1 Cup			Fortified Beverage	1 Cup		
Dinner	Chili	3/4 Cup	Meatloaf Patty	1 Each	Tortilla Shell 6"	2 Each	Mac & Cheese w/Grd Meat	1 1/4 Cup	Chili Mac	1 1/4 Cup	Rice and Beans	3/4 Cup	Hot Dog	2 Each
	Rice	3/4 Cup	Seasoned Potatoes	3/4 Cup	Taco Mix w/Cheese	1/2 Cup	Peas	1/2 Cup	Green Beans	1/2 Cup	Cajun chicken sausage brat	1 Each	Bread	2 Slices
	Corn	1/2 Cup	Green Beans	1/2 Cup	Corn	1/2 Cup	Biscuit	1 Each	Biscuit	1 Each	Corn	1/2 Cup	Ketchup	1 Packet
	Cake	1 Each	Biscuit	2 slices	Rice	3/4 Cup	Cake	1 Each	Cake	1 Each	Cake	1 Each	Mustard	1 Packet
	Biscuit	1 Each	Cake	1 Each	Cake	1 Each	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Biscuit	1 Each	BBQ Beans	3/4 Cup
	Fortified Beverage	1 Cup	Fortified Beverage	1 Cup	Taco Sauce	1 Packet					Fortified Beverage	1 Cup	Mixed Veggies	1/2 Cup
					Fortified Beverage	1 Cup							Cake	1 Each
													Fortified Beverage	1 Cup

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7/2024
 Dietitian Review Date

Joelle DeNisi

Registered Dietitian #86056347



ADDENDUMS

- ADDENDUM 1 PG. 37
- ADDENDUM 2 PG. 38



Addendum Description

Addendum 1 - On-Site Visit added (Non-mandatory)

Notice Modifications

Notice Information	From Value	To Value
Pre-Bidding Events	--	Onsite Visit
	--	Recommended
	--	7/2/24 1:30 PM EST/EDT
	--	150 S. Highlander Way, Howell, MI 48843
	--	Vendors wanting to participate in this site visit are to contact Cheryl Schubel at schubel@macservcorp.com by 10:00 am EST Monday, July 1, 2024 to confirm their attendance.
	--	Vendors are to meet with Lt. Pringle, Jail Administrator, at 150 S. Highlander Way, Howell, MI 48843 on the day of the site visit. Upon arriving, please check-in with the receptionist at the jail lobby.
	--	This is not a mandatory visit.

Category Modifications

Added Categories
No Categories Added

Removed Categories
No Categories Removed

Added Documents[A]

Document	Size	Uploaded Date	Language
ADDENDUM 1 [pdf]	37 Kb	06/25/2024 10:40 AM EDT	English



LIVINGSTON COUNTY FISCAL SERVICES
LIVINGSTON COUNTY, MICHIGAN
304 E. Grand River Ave., Suite 204 | Howell, MI 48843
Phone: 517.540.8740
Fax: 517.546.7266

**RFP-LC-24-13
Inmate Food Services**

ADDENDUM #1

The purpose of this addendum is to announce that a one-hour facility site visit has been scheduled for Tuesday, July 2, 2024 starting at 1:30 pm EST for vendors in relation to Inmate Food Services RFP-LC-24-13.

Vendors wanting to participate in this site visit are to contact Cheryl Schubel at schubel@macservcorp.com by 10:00 am EST Monday, July 1, 2024 to confirm their attendance.

Vendors are to meet with Lt. Pringle, Jail Administrator, at 150 S. Highlander Way, Howell, MI 48843 on the day of the site visit. Upon arriving, please check-in with the receptionist at the jail lobby.

ACCEPTANCE/ACKNOWLEDGEMENT OF ADDENDUM #1

**RFP-LC-24-13
Inmate Food Services**

To be signed and returned with proposal submission.

Company: Canteen Services, Inc.	Date: 6-25-2024
Authorized Signature: <i>Jeffrey Tiggelman</i>	
Printed: Jeffrey Tiggelman	



TIGG'S ADDENDUM 2



LIVINGSTON COUNTY FISCAL SERVICES
 LIVINGSTON COUNTY, MICHIGAN
 304 E. Grand River Ave., Suite 204 | Howell, MI 48843
 Phone: 517.540.8740
 Fax: 517.546.7266

RFP-LC-24-13
Inmate Food Services

ADDENDUM #2

The purpose of this addendum is:

- to communicate questions received, and the answers to those questions.

QUESTIONS	ANSWERS
What is the start date of the contract	January 14, 2025.
What is the current starting rate of pay for correctional officers in Livingston County, MI?	Starting rate is \$24.67.
Can you provide the name of the current vendor and how long they have serviced Livingston County?	Canteen Services has serviced Livingston County since 2014.
Can you confirm if prices adjustments are allowed/negotiated on an annual basis starting year two of the contract?	Yes.
Will the County consider a price scale model?	Yes.
Can you please provide the current meal rate/scale being charged by current vendor?	Meal Rates 0 - 250 \$1.586 251 - 299 \$1.544 300+ \$1.502 Snacks \$1.317
Can you please provide the last 3 months of all billing invoices?	Refer to Attachments entitled, "Canteen Services Invoices numbered 136143, 136342, 136541, 136721, 136923, and 137124."
Can you please provide a copy of the current food service contract along with amendments including price adjustments throughout the term of the contract?	Refer to Attachments entitled, "Canteen Services - Jail Inmate Food Services 2020-2025 and Renewal Agreement 2023-2025."
Can you confirm there is secure internet access and phone service in the kitchen office available for contractor use?	Yes.
Please provide weekly amounts required and meal specifics for Sack meals for work crews, court bags and any additional meals that are to	These numbers vary based on the needs for the week. Livingston County served 85 sack lunches for the week of June 9, 2024.



be prepared beyond the cafeteria and tray feeding?	
Can you please provide us with a copy of the current inmate menus?	Refer to Attachments entitled, "Copy of Meals and Copy of Second Quarter Menu Without Fish."
Page 3, section 1.3.1, paragraph 1: Can you please provide the exact calorie count required for the adult inmate menus? Is the calorie count required per day or average per week?	A 2500 calorie diet/per day is required.
Can the County please provide the current Staff meal menu?	Not applicable.
How will the count/billing for the staff be calculated? a. Is it a set number weekly number? b. If so, what is the set weekly number? c. What is the current price for staff meals?	Not applicable.
Can you please describe the current process of how officers and staff eat their meals? Do you have a separate dining area with equipment?	Not applicable.
Can you please provide the total number of kosher and halal meals currently being provided? a. Do you currently provide pre-packaged meals? If so, Can vendor charge separately? What is the current price for these meals? b. Do you currently serve a common fare menu? Is the County ok with an approved common fare menu?	Livingston County currently has 39 special trays; this includes medical and religious diets. The cost is the same as the regular tray. The vendor can provide a separate price breakdown for religious diets. Livingston County does not have a common fare menu nor is it interested in having one.
How many inmate kitchen workers does the County currently have assigned to each kitchen? a. How many shifts? b. What are the kitchen inmates allowed to do? c. Are inmates paid? If so, who pays inmate workers? d. Is there any extra food given to kitchen inmate workers as an incentive? If so, is this charged back to the County?	One (1) inmate is assigned to each kitchen. There are two (2) shifts. Inmates are allowed to assist with cooking and cleaning the kitchen. No. Yes. Yes.
Please supply a daily break down of how many diets and of each type are currently served (Diabetic, Low Sodium, etc.).	Livingston County currently has 39 Special Trays including religious diets.



<p>Are any inmates in the facility including kitchen trustees receiving special meals or double portions as an incentive?</p> <p>a. If so, please elaborate.</p> <p>b. Can contractor charge for the extra portions?</p>	<p>All JIW's receive double portions and Livingston County is charged for two (2) trays per inmate worker, per meal.</p> <p>See answer above.</p>
<p>Do you currently have a fresh meals program where inmates can purchase items for themselves? Or families can purchase online for inmates?</p> <p>a. If yes, can you please elaborate on all programs in place (excluding commissary)? Can you provide what is offered and how often to include pack size and prices?</p> <p>b. Please provide the sales earned by month for the last 12 months; for in-house and online. Please also provide the commission rate and commissions received 2023.</p>	<p>No.</p> <p>Not applicable.</p> <p>Not applicable.</p> <p>Not applicable.</p> <p>Not applicable.</p>
<p>What type of milk do you currently serve; 2%, 1%, whole, powdered/dairy blend?</p> <p>a. How many ounces per meal?</p> <p>b. Service in bulk or half-pint containers.</p> <p>c. How many times per week?</p>	<p>Powdered milk is served.</p> <p>Eight (8) ounces per meal.</p> <p>Bulk containers.</p> <p>Seven (7) times per week.</p>
<p>What is currently being used for an inmate eating utensil and cups?</p> <p>a. Who is providing this utensil and cup?</p>	<p>Cups and plastic forks.</p> <p>The Vendor provides the utensil and cup.</p>
<p>Can you please confirm if the County or vendor is responsible for small wares in the kitchen such as serving utensils, pots/pans, knives, trays, and such?</p> <p>a. If the vendor is responsible, can you please provide a list of small wares needed at the start of the contract?</p>	<p>Livingston County is responsible for small wares.</p> <p>The Vendor is responsible for cups, forks, and napkins.</p>
<p>What is the current schedule of the food service employee?</p>	<p>8:00 am until 6:30 pm.</p>
<p>What time does the kitchen open in the morning and close in the evening?</p>	<p>Opens at 6:00 am for breakfast and closes at 6:30 pm after dinner clean-up.</p>



TIGG'S ADDENDUM 2

Does the current food service provider utilize the kitchen for any other services not outlined in this RFP scope of work; such as meals on wheels? a. If so, please provide details and annual dollars paid to the County for the use of the kitchen.	No.
Due to an existing cooperative contract Vendor has with the State of Michigan, Vendor cannot agree to enter into a resulting contract from an award of this RFP to be a Statewide Cooperative Contract. Will the County agree to limit the resulting contract to just be between the Vendor and the County alone and not be a statewide cooperative contract?	No.
If a vendor is unable to remit the 2% fee to MAC, will that vendor be able to bid?	No.
Can a vendor choose to not include a 2% fee?	The 2% administrative fee is required to be remitted, no exception. We have had vendors that have been part of the program that have chosen to absorb the 2% fee in their pricing because they receive the benefit of having to not put together other public bids, which in turn saves them time and cost. We have also had other vendors that have simply added the 2% to their overhead. Either way, it is required.
Can you explain exactly how the fee should be applied? Monthly, one time, annual?	The vendor will be contacted by MAC on a quarterly basis for all of its self-reported sales and the 2% will be applied to all sales and services made to entities using the contract.
Will the 2% administrative fee be paid by our company to MAC, or will Livingston County be withholding 2% and pay MAC directly?	The 2% administrative fee will be paid by the vendor to MAC.
Would you like our suggestion on how we pay other buying cooperatives?	Sure, please propose your solution in your response.

The bid due date remains July 15, 2024 by 2:00 p.m. EST.



ACCEPTANCE/ACKNOWLEDGEMENT OF ADDENDUM #2

**RFP-LC-24-13
Inmate Food Services**

To be signed and returned with proposal submission.

Company: <u>Canteen Services, Inc.</u>	Date: <u>July 8, 2024</u>
Authorized Signature: <i>Jeffrey J. Tiggleman</i>	
Printed: <u>Jeffrey Tiggleman</u>	