

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

SOLICITATION AMENDMENT MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

Title - Sujet Food Services Argonaut Training Ctr	
Solicitation No. - N° de l'invitation W0105-130001/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client W0105-130001	Date 2013-04-05
GETS Reference No. - N° de référence de SEAG PW-\$MCT-006-4622	
File No. - N° de dossier MCT-2-35123 (006)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-01	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Bourque, Annette	Buyer Id - Id de l'acheteur mct006
Telephone No. - N° de téléphone (506) 851-2325 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Solicitation Amendment

Title - Food and Food Services Argonaut Army Cadet Summer Training

Solicitation Amendment No. **002**

This solicitation is hereby amended to provide the following questions and answers

Q1. Regarding the RFP for Foodservices at Camp Argonaut, can you please clarify the required scope of meal service hours?

Specifically, Annex "E – 1", Scope of Work 2.1.2 and 2.1.5, has different hours of service versus Annex "L", Details of Operating Facilities, Meal Service Schedule.

A1. Timings from Annex L will be considered correct. Specifically, timings will be as follows:

Annex "L", Pg 5 of 7;

Breakfast	Mon-Fri	0630-0800
	Sat-Sun	0700-0900
Lunch	Mon-Sun	1130-1330
Supper	Mon-Fri	1630-1830
	Sat-Sun	1630-1800
Snacks Daily	Morning	1000-1015
	Afternoon	1500-1515
	Evening	2000-2030

A revised copy of Annex E-1 is attached.

If your bid has already been forwarded and you wish to revise same, this revision should be sent either in a sealed envelope and mailed to the above address or by facsimile (506) 851-6759 and reach the undersigned before the appropriate closing date. The solicitation number and the closing date are to be shown on the outside of the sealed envelope or on the facsimile transmission.

All other terms and conditions of the solicitation document remain unchanged remain unchanged.

All enquiries concerning this amendment are to be forwarded to:

Name Carol Justason
 Telephone No.: (506) 851-2322
 Facsimile No: (506) 851-6759

Annex « E-1 »

Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
	Meals						
2.1.1	Planning and Production of Quality Meals – Provide prepared meal items and other food items in accordance with approved cycle menu and the prescribed standard for this objective	<p>The contractor shall provide prepared meal items and other food items in accordance with Approved cycle menu Appendix 1 to Annex B and Annex B Minimum Standard Daily Menu Pattern.</p> <p>The contractor shall acquire, prepare, and cook sufficient quantities of quality, wholesome food items to feed entitled personnel 3 meals per day in accordance with the Daily Ration Forecast.</p> <p>Using meal and menu mix forecasting techniques, adequate quantities of each item shall be prepared to insure that, as much as possible, the last diner has the same choice as the first. Diner entitlement is set out in the Standard Meal Entitlement Pattern at Appendix 3 to Annex A. Serving sizes detailed in Appendix 4 to Annex A.</p> <p>Preparation of food and prepared products in accordance with the Food Safety Code of Practice for Canada's Foodservice Industry.</p> <p>Recipes MUST be made available to the Argonaut Food Services Officer upon request. All changes to menu require prior approval of the Argonaut Food Services Officer for modifications. The contractor shall establish a process to monitor and respond to customer's request and comments</p> <p>The contractor shall also set in place a mechanism to identify unpopular items on the</p>	<p>All menu items available throughout the meal period 95% of the time.</p> <p>Healthy cooking methods are consistently practiced 90% of the time, using standardized recipes for healthy cooking, and they are incorporated in at least one of the main course choices to insure that healthy choices are available at each meal.</p> <p>Ensure adequate quantities of each prepared item will be available from the first to the last diner 98% of the time</p> <p>Insure that food preparation and served is in accordance with the Food Safety code of practice.</p> <p>The Contractor shall insure that all changes to the daily menu has prior approval and that recipes used are available on request. He shall also monitor and respond to customer's request.</p>	<p>40 points</p> <p>20 points</p> <p>30 points</p>	<p>0-24 points</p> <p>0-9 points</p> <p>0-16 points</p>	<p>25-34 points</p> <p>10-15 points</p> <p>17-23 points</p>	<p>35-40 points</p> <p>16-20 points</p> <p>24-30 points</p>

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		menu and to submit proposed alternative choices of a similar quality and value to Argonaut Food Services Officer for approval. The contractor shall utilize and follow proper cooking techniques i.e. grilled items such as pork chops, breaded veal cutlets, etc... will be grilled NOT baked.	Identify and resolve issues related to non-conformity of the approved cyclical menus to insure 95% compliance and successfully address unpopular menu choices no later than the beginning of the next menu cycle 90% of the time. The contractor shall insure a 95% compliance in the use of proper cooking techniques	30 points	0-16 points	17-23 points	24-30 points
				20 points	0-9 points	10-15 points	16-20 points
				10 points	0-3 points	4-6 points	7-10 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
				15 points	0-7 points	8-10 points	11-15 points
	Meal Service						
2.1.2							
	Provide meal service at specified locations, service points, and style of service and meal hours. Meals will be served to entitled diners in accordance with the Daily Ration Forecast	Meal service is to be available seven days a week. Normally dining room hours shall be from Monday to Friday 0630 to 0800 hours for breakfast, 1130 to 1330 hours for lunch, 1630 to 1830 hours for dinner. Saturday-Sunday Meal hours , 0700 to 0900 hours for breakfast, 1130 to 1330 hours for lunch, 1630 to 1800 hours for dinner. Exception to the above are as follows: 1. Intake day where serving hours will be extended as/if required; 2. Training days where hours may need to be extended; 3. Departure days when breakfast may be served earlier. During the main training period, the contractor is expected to operate a minimum of four (4) full service points in the Argonaut Mess Hall at breakfast and dinner. For the lunch meal, there will be an addition two (2) points of serving for the Soup and Sandwich Bar. Unless otherwise specified cafeteria-style service with self service salad, desert, condiment and beverage bars will be used.	Meal service schedule as listed is to be met at least 95% of the time. A major (more than 15 minutes) delay in the commencement and / or delivery of meal service shall be tolerated only when it results from circumstances outside of the control of the contractor. Minor delays (less than 10 minutes) shall occur on no more than 3 occasions throughout each seven-day period. All food preparation, storage and related areas and equipment are to be maintained to the standard of the Food Safety Code of	20 points 20 points	0-9 points 0-9 points	10-15 points 10-15 points	16-20 points 16-20 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		Minimum rates of service are: each diner is served within ten minutes of accessing the dining room during peak diner flow periods, and within five minutes outside of peak periods. Where meal service includes items cooked to order, diners should not wait longer than five minutes between arriving at the service counter and receiving their meal order.	Practice for Canada's Foodservices Industry 100% of the time. Rate of service must be met for peak periods 95% of the time and outside of peak periods 100% of the time. Rate of service must also be met for cook to order items 95% of the time.	20 points	0-9 points	10-15 points	16-20 points
				30 points	0-16 points	17-23 points	24-30 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
	Dispersed meals						
2.1.3	Provides other types of meals and meal service as required.	In addition to standard meal service, there is a requirement for a variety of type of meals and services to meet training requirements and social occasions. These meals, snacks, refreshments, etc may be consumed in the field or elsewhere. They are detail below	Assessed in task from 2.1.4 below.				
	Hot Bulk Meals						
2.1.4	Prepared and issue hot bulk meals. (Hay Box Meals)	To prepare and issue hot bulk meals in the quantity requested and in accordance with the Approved cyclical menu Appendix 1 to Annex b that complies with the Dispersed Hot Meal (Hay Box) and Hospital Hot Pack Menu pattern Annex B para 5. Only foods which retain their appearance and form with travel and which hold their temperature at safe levels for reasonable periods of time in accordance with the Food Safety Code of Practice for Canada's Foodservices Industry is to be used. A card indicating the amount per serving (e.g. pork chop – 1, boiled potatoes – two pieces, cookies – 2) is to accompany each issue, adequate quantities of each menu item shall be prepared to insure that, the last diner has the same choice as the first. Insulated food containers and all inserts for insulated food containers are to be maintained, cleaned and sanitized by the contractor. The contractor is responsible for all other material and condiments related to the provision and service of these meals including paper products unless otherwise advised. Where possible, the	Tasty and appealing meals are to be prepared in accordance with the approved cyclical menu and the Standard Meal Entitlement Pattern 100% of the time when 24 hours notification is provided and 95% of the time when less than 24 hours notification is provided. Sufficient materials and condiments related to the provision and service of these meals and a card indicating the amount per serving are to accompany	20 points	0-9 points	10-15 points	16-20 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		contractor will be advised by Argonaut Food Services Officer of requirement 24 hours in advance of pick-up. NOTE: food products returned from the field are not to be reused and must be disposed of immediately. The only exception is unopened canned goods.	each issue, 95% of the time. Holding temperatures at the time of pick-up shall comply with the Food Safety Code of Practice for Canada's Foodservices Industry 100% of the time Requested meals shall be available at the required time for pick-up 100% of the time when provided with 24 hours notice or 95% of the time when provided with less than 24 hours notice. The contractor successfully addresses and corrects issues about food quality, quantity and safety to prevent re-occurrence in a prompt and effective manner.	20 points	0-9 points	10-15 points	16-20 points
				20 points	0-9 points	10-15 points	16-20 points
				20 points	0-9 points	10-15 points	16-20 points

Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
2.1.4	Continue... Prepared and issue hot bulk meals. (Hay Box Meals)			20 points	0-9 points	10-15 points	16-20 points
	Field Night Snack						
2.1.5	Prepare and issue night snacks.	Night snack to be provided for personnel in the field over night in accordance with the Approved Cycle Menu Appendix 1 to Annex A. Night snacks to be available daily, during the evening hours, (normal pick-up time 2000-2100hrs) only, as requested by the Argonaut Food Service Officer.	All specified items are available in adequate quantity, in accordance with the Approved Cycle Menu Appendix 1 to Annex A, at 95% of the time	20 points	0-9 points	10-15 points	16-20 points
2.1.6	Special diet needs	The contractor shall be required to respond to special dietary needs to accommodate religious beliefs and medical allergy requirements, when directed by the designated Argonaut Food Services Officers and / or the Commanding	Provide adequate food and meals 100% of the time to meet the specified dietary needs due to medical allergy and / or religious beliefs of personnel, as requested and	20 points	0 points	N/A	20 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		Officer.	authorized by the designated Argonaut Food Services Officers and / or the Commanding Officer.				
2.17	Special Events, BBQ's, Sunset Ceremony, Mess Events, etc...	To provide items including pre-cooked meat in quantity requested and in accordance with Appendix 1 to Annex B – Cycle Menu that complies with the Standard Meal Entitlement Pattern or as requested by client.	All specified items are available in adequate quantity in accordance with Appendix 1 to Annex A at least 95% of the time	20 points	0-9 points	10-15 points	16-20 points
	Contingency Feeding						
2.1.8	Plan For and Execute Contingency Feeding	To be prepared for contingency feeding, which includes, but is not limited to, the provision of meal service (typically on short notice) outside of hours stated in existing locations and/or the provision of meal service at a new location to meet emergency and / training requirements. Argonaut Food Services Officer or the Contract Manager may authorize modification of approved cycle menu and Standard meal Item Availability Table (Annex B) .	The contractor shall ensure continuation of feeding support to training requirements while maintaining a record of event(s). No instance of failure to provide meals and meal service as requested in sufficient quantities, where required. The contractor shall have in place a feeding plan to adapt to emergency and/or training feeding requirements.	10 points	0 points	N/A	10 points
				10 points	0 points	N/A	10 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
				10 points	0 points	N/A	10 points
	QC/QA						
2.1.9	Provide a Quality Control/Quality Assurance and Self-Improvement program	To provide a Quality Control/Quality Assurance and continuous self-improvement program to increase productivity and improve customer service. The program is to monitor and control the quality, quantity and safety of goods used the quality, quantity and security of meals produced and the quality of all services provided.	The contractor shall provide a comprehensive quality control/quality assurance and self-improving program to insure the safety and well being of diners and staff, to the satisfaction of the designated DND Authority and the Technical Advisor.	20 points	0-9 points	10-15 points	16-20 points
	Sanitation and Safety						
2.2.1	During food production and service, all food must be kept in a properly controlled environment. Maintain all food preparation areas, service areas, dining rooms, storage and related areas, equipment, furniture, dishware, utensils, etc in a clean, safe and sanitary	At a minimum, all food is to be handled and stored in accordance with the Food Safety Code of Practice for Canada's Foodservice Industry and all areas are to be maintained in accordance with the Food Safety Code of Practice for Canada's Foodservice Industry. Workplace Hazardous Material Information System (WHMIS) Data sheets for all cleaning materials and chemicals in use are to be posted in the	All food is to be handled and stored to the standard of the Food Safety Code of Practice for Canada's Foodservice Industry 100% of the time All areas are to be	30 points	0 points	N/A	30 points

Scope of Work – Food Services

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
	state.	<p>workplace. The contractor must implement a food service occupational safety-training program to insure the safety of the workers and the diners. Annex L Food Service Sanitation and Safety Standard contains a collation of these specifications. Officials enforcing such applicable laws and standards shall be permitted to inspect the facilities or any portion thereof at any time during the contract period. Officials enforcing hygiene and sanitation standards shall be permitted to inspect the facilities or any portion thereof, or anything in connection therewith,</p> <p>Sanitation and Safety at any time during the period of the contract. The Argonaut Food Services Officer will inspect the facilities once a week for cleanliness in respect to the Basic Equipment Cleaning. Instruction and Schedule included at the end of Appendix 8 to Annex A Food Service Sanitation and Safety Standard. Pest control is the responsibility of DND.</p>	<p>maintained to the standard of the Food Safety Code of Practice for Canada's Foodservice Industry 100% of the time.</p> <p>All services areas and dining room areas to be cleaned at the commencement of meal services in accordance with the Food Safety Code of Practice for Canada's Foodservice</p> <p>Industry and must be kept reasonable clean and tidy during the meal service period.</p> <p>The contractor must resolve issues within four (4) hours, regarding non-compliance with its food services occupational safety-training program, including the proper handling of cleaning and chemical products.</p>	<p>30 points</p> <p>30 points</p>	<p>0 points</p> <p>0-16 points</p>	<p>N/A</p> <p>17-23 points</p>	<p>30 points</p> <p>24-30 points</p>

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
				20 points	0-9 points	10-15 points	16-20 points
2.2.2	Operate all equipment in accordance with manufacturer's instructions and operating manuals.	To insure the health and safety of workers and customers alike, all equipment is to be operated and maintained in accordance with manufacturer's instructions and operating procedures. All safety equipment needed to operate the equipment is to be used when operating the equipment.	Safety guards and safety equipment used 100% of the time. All food service staff operating food service equipment must have been instructed on the appropriate use and methods of operating equipment. Operated and maintain in accordance with Manufacture's instructions, operating manuals or standard operating procedures are available to staff in the workplace 100% of the time. The contractor shall correct any identified problems within 48 hours to the satisfaction of the Technical Authority and the applicable officials.	10 points 20 points 10 points	0 points 0-9 points 0-3 points	N/A 10-15 points 4-6 points	7-10 points 16-20 points 7-10 points
			All food services personnel have personal protective				

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
2.2.2	Con... Operate all equipment in accordance with manufacturer's instructions and operating manuals.		equipment (PPE) in good condition and in sufficient quantities required in work area, i.e. oven mitts, chain mail gloves, special purpose aprons, etc.	10 points	0-3 points	4-6 points	7-10 points
				10 points	0-3 points	4-6 points	7-10 points
	Receive and Store Food						
2.2.3	Receive and store food supplies	In accordance with Food Safety Code of Practice for Canada's Foodservice Industry operate and maintain secure, pest-free food storage facilities including facilities for dry goods, frozen and chilled food supplies. The contractor shall implement responsible receiving procedures for food supplies. Stockholdings should be sufficient to meet the feeding requirements between two delivery periods. Stock management must optimize the quality and freshness of food stocks, minimize spoilage and waste, and insure the cost control and security of food stocks. ALL spoilages due to malfunction of refrigeration / freezer MUST be reported immediately and kept for inspection by the	The contractor shall reject poor quality and time expired goods 100% of the time. The contractor shall address and resolve issues of short shipments or inaccurate billings with its suppliers within three working days to minimize the impact on meal production and to manage	10 points	0 points	N/A	10 points
				10 points	0-3 points	4-6 points	7-10 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		Argonaut Food Services Officer who will initiate the appropriate action. No reimbursement will occur due to contractor negligence.	<p>food expenditures.</p> <p>Stock outs of food inventory items between two deliveries shall not occur more than 5% of the time for any “menu sensitive” food item.</p> <p>Consistently rotate stock with a posted plan in place to maintain optimal food quality and insure employee awareness and compliance at least 90% of the time.</p>	10 points	0-3 points	4-6 points	7-10 points
				10 points	0-3 points	4-6 points	7-10 points
	Distribution of Foodstuffs						
2.2.4	Distribution of foodstuffs	Foodstuffs are to be delivered under conditions that insure goods remain free of contamination and are maintained at the proper temperature in accordance with Food Safety Code of Practice for Canada’s Foodservice Industry for subsequent distribution as Task 1 and its subtasks that relate to the various types of dispersed meals and service in Task 1 are to be	The contractor shall insure that food delivered to Argonaut will be in accordance with Food Safety Code of Practice for Canada’s Foodservice Industry.	10 points	0-3 points	4-6 points	7-10 points

Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
		distributed in refrigerated vehicles or containers to locations so as to maintain proper holding temperatures and to prevent possible contamination in accordance with Food Safety Code of Practice for Canada's Foodservice Industry .	Frozen and refrigerated food supplies distributed within the camp area and its field training areas must be approved food containers 100% of the time.	10 points	0 points	N/A	10 points
	Uniforms and Personal Hygiene						
2.2.5	Provide employee uniforms, including personal protective equipment where required, and means for maintaining personal hygiene at work.	To insure the health and safety of the diner, the contractor is to insure sufficient quantities of clean, consistent in style and appropriate uniforms, are available for all personnel working in food preparation and in service areas to permit daily change. Contractor is also to insure sufficient quantities of aprons and hair coverings to permit change when soiled and that sufficient quantities of disposable gloves are available. Personal hygiene is to be maintained in accordance with Food Safety Code of Practice for Canada's Foodservice Industry .	Clean uniforms and hair coverings worn by all food services personnel 95% of the time. Hand washing supply readily available to food services personnel at all times. All food services personnel have appropriate equipment to be used in cleaning in	20 points 10 points	0-9 points 0-3 points	10-15 points 4-6 points	16-20 points 7-10 points

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Scope of Work – Food Services Table of Work Requirements / Tasks

Task	Performance Objectives	Performance Requirement	Performance Standard	Rating Scale	Unacceptable	Does not Meet	Meets/Exceeds
			good condition and in sufficient quantities required in work area i.e. rubber gloves and boots. The contractor will correct any problems that have been identified by enforcing such applicable laws within four(4) hours to the satisfaction of the Technical Authority and the applicable officials.	10 points	0-3 points	4-6 points	7-10 points
				10 points	0-3 points	4-6 points	7-10 points