

"This is only the scope of work for the project. For more information, interested parties should contact Procurement at [purchasing@stp.gov.org](mailto:purchasing@stp.gov) to ensure receipt of a full project package, to be listed as a plan holder and to ensure any addenda to the project package are received."

Scope of Work/Services:

Provider will supply emergency food services to multiple locations throughout St. Tammany Parish (locations may vary due to the type of disaster) during a disaster or emergency situation where the EOC or shelter locations are activated. Quantities and locations will be specified during each event.

The Provider will be required to provide the following:

1. Provider four (4) hot meals (breakfast, lunch, dinner and midnight meals) per 24 hour period. (*Midnight Meal – Same as the dinner meal to serve approximately 50 people) working the night shift at the EOC. This meal can be delivered at the same time as the dinner meal and placed in the ECO cooler or warmer device for later use.
 - a. Two (2) entree selections with every lunch and dinner delivered.
 - b. Between meal snacks available on-site at all times (chips, cookies and fresh fruit).
 - c. Paper products, drinks, ice, condiments, and utensils to support each serving at each site.
 - d. Healthy Choice selection at each serving following the National Heart Association guidelines.
 - e. The total number of meals at each site will be given to Provider in advance of each delivery period.

Provider is to assure enough meals from (25-500) people must be prepared and deliver at each designated location. EOC personnel will set up and serve the meals.

Parish shall only be responsible for payments to provider based on the number of meals ordered by St. Tammany Parish Director of Emergency Operations Center. Payments will be made as billed by the Provider upon completion of the work and approval by the Department.

The term of the Contract shall be from January 1, 2020 to December 31, 2020. The Parish has the right to renew the term of this contract for two (2) additional one (1) year periods, based upon the same terms and conditions upon mutual agreement between the Parish and Provider.