



Thank you so much for your interest in responding to this Request for Proposals (RFP) for senior dining meals for the ADRC-CW Wausau Hmong American Center.

Included for this RFP:

1. "Proposal Administration and Assurances" – including the submission requirements
2. "Nutrition Program Meal Specifications" describing the service requirements. This document is available in English and Hmong languages.
3. "Nutrition Program Meal Service Proposal" form

The contract period sought is three years, with possible extensions to the contract for a fourth and fifth year. The ADRC-CW Board wants potential providers to know that we are looking for a long term commitment for service. The proposal should include rates for the three-year contract period.

If you have any questions about the proposal or the process for responding, you may contact:

Steve Prell, Fiscal Services Director – 715-261-6070

Steve.Prell@adrc-cw.org

If you have any questions about the nutrition program specifications or requirements, you may contact:

Ronda James, Nutrition Program Director – 715-261-6070

Ronda.James@adrc-cw.org

Jennifer Cummings, Aging & Wellness Director - 715-424-8460

Jennifer.Cummings@adrc-cw.org

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN

REQUEST FOR PROPOSALS – SENIOR DINING MEALS FOR THE WAUSAU HMONG AMERICAN CENTER

PROPOSAL ADMINISTRATION AND ASSURANCES

1.1 Purpose

The Aging and Disability Resource Center of Central Wisconsin (ADRC-CW) is requesting proposals for the preparation of **SENIOR DINING MEALS FOR THE WAUSAU HMONG AMERICAN CENTER**, as defined in the Nutrition Program Meal Service Specifications included in this Request for Proposals. Meal service coordination will be conducted by the ADRC-CW. We are requesting the most advantageous and economical option(s) that will meet the stated Nutrition Program Meal Service Specifications and the requirements of the Older Americans Act (OAA.)

1.2 Issuing Agency

This Request for Proposal (RFP) is issued for the ADRC-CW. The ADRC-CW is the sole point of contact for this RFP.

1.3 Proposal Submission

The Aging and Disability Resource Center of Central Wisconsin will accept sealed proposals up to **4:30 PM, local time, Tuesday August 23, 2022.**

Sealed proposals are to be received at the following address:

**Aging and Disability Resource Center of Central Wisconsin
Attention: Ronda James, Nutrition Program Director
2600 Stewart Avenue, Suite 25
Wausau, Wisconsin 54401**

The sealed envelope containing the proposal must show the provider name and must be clearly marked in the lower left hand corner:

SEALED PROPOSAL - NUTRITION PROGRAM MEAL SERVICE.

Any proposal received not properly and clearly marked, and therefore inadvertently opened, will be rejected.

Proposals must include the Nutrition Program Proposal Form, included in this Request for Proposals, signed in ink, and cannot be faxed. Legibility, clarity, and completeness are essential for a successful proposal. Proposals must be signed by person(s) authorized to legally bind the proposal(s) and shall contain a statement that the proposal and the prices contained therein shall remain firm for a specified period. More than one proposal may be submitted.

1.4 Proposal Opening

Proposals will be opened at **9:00 AM, Wednesday August 24, 2022** by Aging and Disability Resource Center of Central Wisconsin Executive Director or Finance Director and the Nutrition Program Director. Proposal awards, if awarded, will be made as soon as possible thereafter.

1.5 Proposal Acceptance

The successful provider will be notified of the Proposal Acceptance by the ADRC-CW Nutrition Program Director. A written contract for requested service will be forthcoming upon notification of Proposal Acceptance.

1.6 Proposal Rejection

The ADRC-CW reserves the right to reject any and all proposals. Any proposal which is incomplete or not clear may be rejected. The ADRC-CW reserves the right to reject any proposal if service funding is not authorized or available or for any other reason as determined by the ADRC-CW.

1.7 ADRC-CW Assurances

The ADRC-CW openly solicits the best possible value on all "Requests for Proposals," openly soliciting proposals from all qualified providers. Only responsible providers who possess the resources and ability to meet the specific terms and specifications of this "Request for Proposals" will be considered. The ADRC-CW reserves the right to accept or reject any or all proposals, in whole or in part, as deemed in the best interest of the ADRC-CW Nutrition Program.

- a. This proposal request does not commit the ADRC-CW to make an award or to pay any costs incurred in the preparation of a proposal in response to this request.
- b. The submitted proposals will become part of the ADRC-CW's records without any obligation on the ADRC-CW's part.

c. The provider shall not offer any gratuities, favors, or anything of monetary value to any official or employee of the ADRC-CW for any purpose.

d. The ADRC-CW has the sole discretion and reserves the right to cancel this proposal and to reject any and all proposals received prior to the award, to waive any or all irregularities or technical errors, or to re-advertise with either an identical or revised specification.

e. The ADRC-CW reserves the right to request clarifications for any proposal.

f. The ADRC-CW reserves the right to select elements from different individual proposals and combine and consolidate them in any way deemed to be in the best interest of the ADRC-CW Nutrition Program.

1.8 Firm Offer

The proposal shall be firm for acceptance for sixty (60) days from the date of proposal opening.

1.9 Proposal Evaluation Criteria

The successful vendor will demonstrate the ability and capacity to meet the meal specifications as outlined in the "Nutrition Program Meal Service Specifications" in the most cost effective way that ensures a high quality and nutritious meal for our customers. The successful vendor will demonstrate knowledge and experience in meeting the specific dietary guidelines as required in the Older Americans Act. The successful vendor will demonstrate the ability to develop a good working relationship with the ADRC-CW staff, which includes Nutrition Drivers, Site Managers, Nutrition Coordinator, Nutrition Supervisor, Nutrition Program Director, and Aging & Wellness Services Director. In addition, the successful vendor will demonstrate a willingness to positively respond to feedback from our Nutrition Program customers and our Nutrition Advisory Council.

Proposals will be evaluated based on the following criteria:

Meal Cost - 30%

Menu, Food Variety, and Food Quality - 30%

Experience in Meeting OAA Dietary Guidelines - 10%

Provider's proposed kitchen location and delivery system - 10%

Menu planning process - 10%

Proposal Best Fits Senior Nutrition Program Needs - 10%

Based on evaluation of above criteria, ADRC-CW will invite top proposal candidates to a required food-tasting event. Candidates will prepare and bring a sample senior dining meal to the Wausau Hmong American Center on a designated date and time.

A panel of evaluators will sample the meal and evaluate based on the following criteria:

Food Presentation - 20%

Variety of Food Color - 10%

Variety of Food Texture - 10%

Food Temperature -20%

Food Taste - 40%

Final proposal selection

1.10 Taxes

The ADRC-CW is exempt from payment of all federal excise and all state and local sales tax under Wisconsin Statute Section 77.54 (9a) (b). Such taxes shall not be added or quoted as part of the proposal. Providers may not purchase raw materials from their suppliers for the completion of this proposal using the ADRC-CW's tax exemption.

1.11 Deviations and Exceptions

Any deviations from the standard conditions of proposal or specifications or expectations taken shall be described fully and appended to the Proposal Form on the provider's letterhead over the signature of the person signing the Proposal Form. The proposal shall be accepted in strict compliance with all terms, conditions, and specifications in which the providers shall be liable thereafter.

1.12 Licensure and Standards Requirements

The Provider shall assure that where state or local public jurisdiction requires licensure, the agency shall be licensed or meet licensure requirements. The Provider must operate in accordance with all applicable standards requiring fire, health, and safety standards. The Provider must comply with all requirements imposed by ADRC-CW.

1.13 Insurance and Indemnity Requirements

Prior to entering into a contract to provide Nutrition Program services, the successful Provider must demonstrate proof of the following insurance:

<u>Coverage</u>	<u>Minimum Limit</u>
Worker's Compensation	Statutory
Comprehensive General Liability	\$1,000,000 & \$2,000,000 aggregate
Professional Liability	\$1,000,000 & \$2,000,000 aggregate
Automotive Liability	\$1,000,000 & \$2,000,000 aggregate
Excess liability	\$1,000,000

Policies must be issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Commissioner.

1.14 Provider Assurances

The Provider must comply with the following:

- a. All staff having contact with program participants must submit to a Criminal Background check in accordance with the Caregiver Background Check law.
- b. Provider shall comply with the provisions of the Fair Labor Standards Act.
- c. Provider will insure staff will be given confidentiality training to insure confidentiality for program participants.

1.15 Appeal Process

An aggrieved Provider who wishes to request reconsideration of proposal acceptance action shall notify the ADRC-CW Executive Director within ten (10) days following receipt of the notice of proposal rejection. The basis for the grievance should be submitted in writing. The ADRC-CW Board will hear the grievance at a scheduled meeting and the grievant will be notified of the meeting date, time, and place. The Board will vote whether or not to reconsider. The grievant will be notified of the Board's decision within ten (10) days of the action.

1.16 Non-discrimination

All reports and correspondence written under the auspices of the Respondent shall not imply language that could be construed as discriminatory based on age, race, color, creed, religion, handicap, sex, sexual preference or national origin. The successful Provider awarded a contract as a result of this inquiry shall adhere to all non-discriminatory provisions as set forth in Wisconsin Statutes Section 16.765(1) and (2) (a)

1.17 Status of Proposal

All providers submitting a proposal by the deadline will be notified of the proposal status in writing.

1.18 Proposal Discussions

Discussions may be conducted with responsible Providers who submit proposals determined by ADRC-CW to be reasonably susceptible to being selected for award for the purpose of clarification to assure full understanding and conformance to the solicitation requirements. Providers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offer. In conducting discussions, there shall be no disclosure of the information derived from proposals submitted by competing Providers.

1.19 Proposal Contents

Proposals submitted in reply to the RFP shall respond to the specifications stated herein. Failure to respond to the specifications may be a basis for a Respondent being eliminated from consideration during the selection process. The Purchaser reserves the right to reject any or all proposals and any part of a given proposal.

All Proposals must contain the following:

- (1) A Completed "Nutrition Program Meal Service Proposal" form, the proposed meal cost and a breakdown of those costs.
- (2) A copy of sample Menu Plans for three months.
- (3) The Provider name, address, type of business, contact names and numbers, and person legally responsible for entering into a contract
- (4) A description of the Provider's experience in senior nutrition services
- (5) The location and description of the kitchen that will be preparing the food
- (6) The staffing pattern
- (7) A narrative that describes how the provider will meet the program specifications as outlined in this proposal

The following materials are not required, but may be submitted in support of a proposal:

- (1) References attesting to the ability to provide senior meals or other performance factors

- (2) Any documentation attesting to meal quality
- (3) Copy of lease agreement or Proof of Ownership
- (4) Photos of proposed food preparation and delivery equipment
- (5) Copy of Current site/local Food Processing Inspection Report
- (6) Any other pertinent information relevant to Provider performance or that demonstrates how the Provider can meet the needs of the ADRC-CW Senior Nutrition Program

1.20 Procurement Policy

All aspects of this Request for Proposal will be in accordance with the Marathon County Procurement Policy, Sections 3.01 through 3.16 of the General Code of the County of Marathon. A copy of the Procurement Policy is available at the office of the Marathon County Clerk, Marathon County Courthouse, at 500 Forest Street, Wausau, Wisconsin 54403. This Procurement will also be in accordance with Wisconsin Statutes, Chapter 46, and the provisions of the Wisconsin Administrative Code referenced herein.

1.21 Incurring Costs

The ADRC-CW is not liable for any costs incurred by any Respondent in replying to this RFP.

1.22 Cancellation

The ADRC-CW reserves the right to cancel this solicitation; any or all proposals may be accepted, modified or rejected in whole or in part, and ADRC-CW further reserves the right to accept the proposal most advantageous to the ADRC-CW.

1.23 Proposals Content/Contractual Obligations

All aspects of the proposal from a successful Respondent will become a contractual obligation. The ADRC-CW reserves the right to negotiate the award amount and budget items with the selected Respondent prior to entering into a contract. The contract may be modified only by written amendment duly executed by all parties. Justifiable modifications may be made in the course of the contract only through prior consultations with and written approval from the ADRC-CW. Failure of the successful Respondent to accept these obligations in the contractual agreement may result in cancellation of the contract.

1.24 Withdrawal of Proposals

Proposals may be withdrawn prior to opening by written notice. The Respondent or his/her authorized representative may withdraw proposals in person, providing that his/her identity is made known and he/she signs the receipt for the proposal.

1.25 Proprietary Rights

The Request for Proposals and all responses thereto shall become public record after the award of the contract.

1.26 ADRC-CW Contacts

All requests for further information should be directed as follows:

Meal Service Specifications/Nutrition Program Requirements

Ronda James, Registered Dietitian, Nutrition Program Director
Ronda.James@adrc-cw.org or 715-261-6070

Jennifer Cummings, Aging & Wellness Director
Jennifer.Cummings@adrc-cw.org or 715-424-8460

Questions About the RFP Process

Steve Prell, Fiscal Services Director
Steve.Prell@adrc-cw.org or 715-261-6070

Aging and Disability Resource Center of Central Wisconsin
2600 Stewart Avenue, Suite 25
Wausau, Wisconsin 54401
(715) 261-6070

NUTRITION PROGRAM MEAL SERVICE SPECIFICATIONS

2.1 General Description of Service

The Aging and Disability Resource Center of Central Wisconsin will be accepting proposals for the preparation of meals for the Elderly Nutrition Program as regulated by the Older Americans Act. The meals will be provided to customers at congregate meal sites, as specified below, and to customers in their home through the Meals on Wheels program. Meals are provided every Thursday.

2.2 Service Area and Meals Served in Wausau

Congregate Meals		
Location	Days Served	Approximate # of Meals Per Day of Service
Wausau Hmong American Center (HAC) 1109 N 6th Street Wausau 54403	Thursday	25

The successful provider would need to respond to fluctuations in meal numbers and would need to have the capacity to respond to a possible 25% increase in the annual number of meals for the Hmong American Center (HAC).

2.3 Service

The Provider will be responsible for preparation (in the Provider's kitchen) of one meal per week to be served for Senior Dining, excluding holidays as determined by ADRC-CW (New Year's Day, Christmas Eve Day, Christmas Day and New Year's Eve Day; plus one day in summer/early autumn for All-Staff Training, and one day in autumn for Nutrition Staff training). Note: holiday or days of service closure due to training may or may not be a Thursday.

The Provider is responsible for delivering bulk food to Wausau HAC location between 3:15 and 3:45pm on Thursdays.

2.4 Contract Period

Successful proposals will be awarded for a three-year contract period from September 2022 to August, 2025, with extensions for a fourth and fifth year, subject to mutual agreement of both parties.

Any contract awarded may be amended during the contract period by mutual consent of the ADRC-CW and the Provider. Any contract between the ADRC-CW and the successful Provider may be terminated if the terms, conditions, and specifications thereof are not met; termination shall only occur by the terminating party giving thirty (30) days written notice to the other party of the intention to terminate.

2.5 Menu Cycle

ADRC-CW staff will submit preliminary menus to the Provider thirty (30) days prior to meal inception. All meals must meet Older Americans Act Nutrition Program and Wisconsin Nutrition Program Operations policy menu standards as outlined in this document. Menus will be created based upon OAA Nutrition requirements, nutritional value, menu variety and attractiveness, and consumer feedback. Approved menus will be provided to the Nutrition Program participants by the ADRC-CW. Suggestions made by the ADRC-CW Nutrition Program Director will be in the best interest of the Nutrition Program participants, ADRC-CW staff, and the Provider.

The ADRC-CW shall have access upon request to Provider recipes, food ordering records, purveyor's list, etc. or any other documentation ensuring conformance with the required menu standards. The ADRC-CW Nutrition Director also may have on-site access to the Provider's kitchen to monitor quality of meals.

The Provider must have a back-up plan to substitute any food items that may be burnt or unacceptable for serving according to Meal Service specifications. Substitutions must be authorized by the ADRC-CW Nutrition Program Director, Nutrition Supervisor, or Director of Aging & Wellness prior to meal service. The Provider also must inform the ADRC-CW meal site staff regarding any substitution.

Proposals must include six sample Nutrition Program menus.

2.6 Menu/Meal Specifications

The Provider will be required to meet the Nutrition Standards of the Older Americans Act and WI Senior Nutrition Program, which requires that meals comply with the current Dietary Guidelines for Americans, published by the Department of Health and Human Services and the Department of Agriculture and, must meet one-third Dietary Reference Intakes (DRI) as follows:

Meal Component Specifications for Older Americans Act Nutrition Program

Meal Component & Minimum # of Servings	Description & Serving Size Examples* (This is not an all-inclusive list)
<p>Grains – 1 Serving Half of all grains offered will be whole grain. When refined grains are offered, they should be enriched.</p>	<p>1 regular slice bread, ½ cup cooked (Rice, Pasta, Noodles, Barley, Oatmeal, etc.), 1 cup ready-to-eat cereal, 1- 6” tortilla, ½ regular size bun, 1 biscuit, 1 muffin, ½ English muffin, ½ c. stuffing/dressing, 5-7 crackers</p>
<p>Vegetable and/or Fruit – 3 Servings (Combined Daily Total) 1 serving equals: ½ cup cooked or fresh, 1 cup raw leafy greens, ½ cup 100% juice, or ¼ cup dried fruit. Soup is typically an 8 oz. (1 cup) serving; however, the portion size should be noted on the menu by the person approving the menus. The list below is NOT comprehensive.</p>	
<ul style="list-style-type: none"> Dark Green: At least 1 serving per week** 	<p>Beet greens, Bok choy, Broccoli, Collard greens, Dark green leafy lettuce, Endive or escarole, Kale, Mustard greens, Parsley, Romaine lettuce, Spinach, Turnip greens, Watercress</p>
<ul style="list-style-type: none"> Red/Orange: At least 2 servings per week** 	<p>Beets, Carrots, Pumpkin, Red peppers, Sweet potatoes, Tomatoes, Tomato juice, Winter squash (acorn, butternut, Hubbard) Apricots, Cantaloupe, Cranberries, Grapefruit, Guava, Mango, Nectarines, Oranges, Orange Juice, Papaya, Raspberries, Strawberries, Tangelo or Tangerine, Watermelon</p>

<ul style="list-style-type: none"> ● Beans/Peas: At least 1 serving per week** 	Black beans, Black-eyed peas (mature, dry), Garbanzo beans (chickpeas) Great northern beans, Kidney beans, Lentils, Mung beans, Navy beans Pink beans, Pinto beans, Red beans, Soybeans, Split peas, White beans
<ul style="list-style-type: none"> ● Starchy: At least 2 serving per week** 	Corn (yellow or white), Green lima beans, Green peas, Parsnips Potatoes, Water chestnuts
<ul style="list-style-type: none"> ● Other Veggies 	Bean Sprouts, Cabbage, Cauliflower, Celery, Cucumbers, Green or Wax Beans, Green Peppers, Iceberg or Head Lettuce, Mushrooms, Onions, Summer Squash, Zucchini
Fluid milk- 1 serving	8 fluid ounces or 1 cup (Skim, 1%, or Low Fat Soy Milk is preferred & can be white or chocolate)
Protein foods- 3 ounces Each meal must include a total of 3 edible ounces of protein.	3 oz of meat, fish, cheese, ¾ cup cottage cheese, 1 ½ cup Bean soup, ¾ cup cooked beans/legumes. Or Use a combination of any of the following to equal 3 ounces: 1 ounce cooked meat, poultry, fish = 1-ounce protein 1 egg = 1-ounce protein, 1-ounce cheese = 1-ounce protein 2 Tablespoons hummus = 1-ounce protein 1 ounce peanuts, tree nuts, or soy nuts = 1-ounce protein
Fats and oils – 1 serving	1 teaspoon served on side or used in cooking.
Dessert – 1 serving (optional)	½ cup - Fruit or vegetable offered as a dessert or contained in a dessert may count toward the fruit or vegetable component, respectively. 2"x2" cut (about ½ cup) of dessert, 1/8th of pie, 1 cookie, 2"x2" fruit gelatin, ½ cup fresh or canned fruit, ½ cup pudding or ice cream

** Veggies and fruits of various colors will be offered to customers each week based on above requirements.

Minimum Nutrition Standards for Average of Weekly Menu

Energy	675 calories or more
Protein	19 g or more
Dietary Fiber	9 g or more
Saturated Fat	<10% of calories
Calcium	400 mg or more
Sodium	1200 mg or less
Potassium	1565 mg or more
Magnesium	110 mg
Zinc	4 mg
Vitamin A	275mg RAE
Vitamin B6	0.6 mg
Vitamin B12	0.8 mcg
Vitamin C	30 mg
Vitamin D	120 IU
Folate/Folic Acid	135 mcg

MEAL COMPONENTS

Protein Foods

At least 3-oz. equivalent of protein foods must be offered as part of each meal.

Examples:

- 3 oz. cooked meat (3 oz. = 1 small steak or hamburger)

- 3 oz. cooked poultry, 1 sandwich slice of deli meat (3 oz. = 1 small chicken breast)
- 3 oz. cooked fish or seafood (3 oz. = 1 small salmon steak or trout)
- 6 oz. frankfurter
- 3 large egg
- ¾ cup cooked dry beans or peas, 1½ cup split pea soup, 1½ cup lentil soup, 1½ cup black bean soup, 3 falafel patties (2 ¼" across)*
- ¾ cup tofu
- 3 oz. cooked tempeh
- 6 Tablespoons hummus
- ¾ cup cottage cheese (3 oz equivalent)
- 3 Tablespoon nut/seed butter

Items that can be added on days with casseroles or when additional protein is needed:

- ½ oz. nuts, 12 almonds, 24 pistachios, 7 walnut halves = (1 oz. equivalent)
- ½ oz. seeds = (1 oz equivalent)
- ¼ cup ricotta cheese = (1 oz equivalent)
- 1 oz. cheese (hard or soft)
- 2 oz. processed cheese food or cheese spread = (1 oz. equivalent)
- ½ cup yogurt, Greek yogurt, or soy yogurt (plain, flavored, sweetened, unsweetened) = (1 oz. equivalent)
- *Because of their high nutrient content, beans/peas can be counted as either a vegetable or protein food **but not both in the same meal.***

Guidelines for protein foods:

- Fillers or breading used in preparation are not to be counted as part of the portion weight.
- Meat portions weigh less after cooking. Plan to allow for shrinkage.
- Take into account the inedible parts, such as bone, skin, and sometimes fat,

which will not count as part of the portion.

- Select some fish and seafood that are rich in omega-3 fatty acids, such as salmon, trout, sardines.
- Casserole entrées are cost-effective. However, because it can be difficult to meet the protein food requirement, recipes can be adjusted accordingly by supplementing the meal with additional protein-rich products.

Reduce fat by:

- Preparing protein foods with little or no fat. Using oil instead of solid fat.
- Choosing low-fat prepared foods
- Choose lean or low-fat meat and poultry.
- Most cheese offered should be reduced fat or low fat.
- Most yogurt offered should be fat free or low fat.

Reduce sodium by:

- Lessening salt in recipes
- Make soups or stews from scratch without purchased soup base, use reduced sodium soup base for soups and stews, or dilute high sodium soup base.
- Choosing protein foods which are relatively low in sodium.
- Limit processed meats such as ham, bacon, sausage, frankfurters, and luncheon or deli meats.
- Fresh chicken, turkey, and pork that have been enhanced with a salt-containing solution also have added sodium. Check the product label for statements such as “self-basting” or “contains up to ___% of ___”, which mean

that a sodium-containing solution has been added to the product.

- Choose unsalted nuts and seeds.
- Prepare meat, poultry, and fish without breading
- Choose lower sodium cheeses
- Any item labeled with the wording “imitation” cheese or cheese “product” does not meet the nutrient

requirements and cannot be counted as a protein food.

- Cheese must be pasteurized and soft cheeses such as feta, brie, camembert, blue-veined cheeses, and queso fresco should be used with extreme caution, as they are at increased risk for contamination with *Listeria monocytogenes*.

Grains

Examples of serving sizes for some foods in this group are as follows:

- ¼ large bagel or 1 mini bagel
- 1 biscuit, 2 inches across
- 1 regular slice bread, 1 small slice French bread, 4 snack size slices
- ½ cup cooked grains (barley, bulgur, rice, pasta, noodles)
- 1 piece of cornbread, 2½-in. x 1¼” x 1¼”
- 7 crackers (square or round), 5 whole wheat crackers
- ½ English muffin
- 1 muffin, 2½ in. across
- ½ cup cooked oatmeal, 1 packet instant oatmeal
- 1 pancake (4½” across), 2 pancakes (3” across)
- 1 cup ready-to-eat cereal (flakes, rounds), 1¼ cup puffed
- 1 flour or corn tortilla (6” across)
- ½ regular size bun
- ½ cup dressing/stuffing
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● **Guidelines for offering grains:**

- **Half of all grains offered will be whole grain. This means the first listed ingredient will use the word “whole”.**
- Refined grains must be enriched.
- Offer a variety of low-fat, whole-grain, wheat, bran, or rye bread, as well as cereal products.
- **Limit high-fat bread and bread-alternate** selections such as biscuits, quick bread, muffins, cornbread, dressings, croissants, fried hard tortillas and other high-fat crackers.
- Potatoes do not count as a grain meal component, they are a vegetable.
- **Reduce sodium by:**
- Not adding salt to cooking water for pasta or rice.
- Choosing lower sodium sandwich breads, rolls, bagels, and buns.

Fruit

Serving sizes are generally as follows:

- ½ cup of fresh, frozen, or canned fruit, cooked or raw
- ¼ cup dried fruit
- ½ cup of 100% fruit juice
- 1 small piece fresh fruit

- 16 grapes

Guidelines for offering fruit:

- No more than one serving per meal may come from fruit juice.
- Prepare fruit without added fat or sugar whenever possible.
- Use fresh, frozen, or canned fruits; packed either in their own juice, or in light syrup, or without sugar.
- For people with diabetes, the most commonly recommended dessert is fruit, which should be fresh, frozen or canned; without added sugar or packed in natural juice.
- Jell-O salads can count as a fruit/vegetable serving if the recipe is modified so that each serving contains a serving of fruit/vegetable.
- Fruits make meals attractive and offer variety in color, flavor, texture and shape.
- Some fresh fruit may need to be cut, sliced, or peeled for easier chewing.

Vegetables

Serving sizes are generally as follows:

- | | |
|---|---|
| <ul style="list-style-type: none"> ● ½ cup of fresh, frozen, or canned vegetables, cooked or raw ● ½ cup mashed vegetables, cooked ● ½ cup cooked beans/peas ● 1 cup of raw leafy greens ● ½ cup of 100% vegetable juice ● 1 medium carrot, approximately 6 baby carrots ● 1 small bell pepper ● 1 small raw whole tomato (2¼" across), 1 medium canned tomato ● ½ large baked sweet potato (2¼" across) ● Approximately ½ acorn squash | <ul style="list-style-type: none"> ● 1 small ear of corn (about 6" long) ● ½ medium white potato (2 ½" to 3" across) ● 1 large stalk of celery (11" to 12" long) |
|---|---|

*Based on their nutrient content, vegetables are organized into **5 subgroups: dark green vegetables, red/orange vegetables, starchy vegetables, beans and peas, and other vegetables.** Listed below are samples of commonly-eaten vegetables found in each of the required vegetable subgroups. The list is not all-inclusive.*

Guidelines for offering vegetables:

- No more than one serving per meal may come from vegetable juice.
- Jell-O salads can count as a vegetable serving if the recipe is modified so that each serving contains a serving of vegetable.
- Potatoes count as a vegetable. Instant or dehydrated potatoes must be enriched with vitamin C.
- Green peas and green (string) beans are not considered to be beans/peas. Green peas are similar to other starchy vegetables and are grouped with them. Green beans are considered "other" vegetables because their nutrient content is similar to those foods.
- Noodles, pasta, spaghetti, rice or dressing are grains, not vegetables.
- Vegetables make meals attractive and offer variety in color, flavor, texture and shape.
- Some vegetables may need to be cut, sliced, or peeled for easier chewing.
- Offer fiber-rich vegetables (including raw and cooked).

- Offer fresh or frozen vegetables whenever possible.

Reduce fat by:

- Preparing vegetables with little or no fat.
- Steaming, baking or boiling vegetables rather than frying

Reduce sodium by:

- Not adding salt to cooking water for vegetables.
- Using canned vegetables rarely.
- Preparing potatoes without added salt.
- Serving low sodium vegetable juice.
- Choosing lower sodium canned tomato products
- Noodles, pasta, spaghetti, rice or dressing are grains, not vegetables.
- Vegetables make meals attractive and offer variety in color, flavor, texture and shape.
- Some vegetables may need to be cut, sliced, or peeled for easier chewing.

Molded salads can count as a vegetable serving if the recipe is modified so that each serving contains a serving of vegetables. However, there must be at least 1/8 of a cup offered that can count toward the total. For example, ¼ cup raisins + ¼ cup carrots in carrot raisin salad = ½ cup serving OR 1/8 cup dried fruit in a salad plus ¾ cup lettuce = 1 serving of the required 3 fruit/veggie combinations.

- Potatoes count as a vegetable. Instant or dehydrated potatoes must be enriched with vitamin C.
- Green peas and green (string) beans are not considered to be beans/peas. Green peas are similar to other starchy vegetables and are grouped with them. Green beans are considered “other” vegetables because their nutrient content is similar to those foods.

Five Required Vegetable & Fruit Categories- Commonly served vegetables & fruits			
Dark Green Vegetables	Vegetables (Red/Orange)	Starchy Vegetables:	Beans/Peas:
Beet greens	Beets	Cassava (yucca)	Black beans
Bok choy	Carrots	Corn (yellow or white)	Black-eyed peas (mature, dry)
Broccoli	Pimentos (cherry pepper)	Green bananas	Garbanzo beans (chickpeas)
Chicory	Pumpkin	Green lima beans	Great northern beans
Collard greens	Red peppers	Green peas	Kidney beans
Dark green leafy lettuce	Sweet potatoes	Jicama	Lentils
Endive or escarole	Tomatoes	Parsnips	Mung beans
Grape leaves	Tomato juice	Plantains	Navy beans
Kale	Winter squash (acorn, butternut, Hubbard)	Potatoes	Pink beans
Mustard greens	Fruits: (Red/Orange)	Water chestnuts	Pinto beans
Parsley	Apricots	Other Vegetables	Red beans
Romaine lettuce	Cantaloupe	Bean Sprouts	Soybeans
Spinach	Cranberries	Cabbage	Split peas
Turnip greens	Grapefruit	Cauliflower	White beans
Watercress	Guava	Celery	
	Mango	Cucumbers	

	Nectarines Oranges Orange Juice Papaya Raspberries Strawberries Tangelo or Tangerine Watermelon	Green or Wax Beans Green Peppers Iceberg or Head Lettuce Mushrooms Onions Summer Squash Zucchini	
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* Because of their high nutrient content, beans/peas can be counted as either a vegetable or protein food, but not both in the same meal.

Fluid Milk

Serving size is generally 8 fluid ounces (1 cup).

The following are all allowable foods for the milk component as long as they are fortified with vitamin D:

- skim or nonfat milk, if possible (white or chocolate)
- cocoa or hot chocolate **that is made from fluid milk only**
- lactose-reduced milk
- lactose-free milk
- soy milk fortified with calcium and Vitamins A and D

- low-fat or fat-free buttermilk
- goat's milk (must be pasteurized)
- powdered and/or shelf-stable milk

Guidelines for offering milk:

- Most fluid milk products offered should be 1% or skim.
- Cream, sour cream, and cream cheese are not included as allowable foods for the milk component because they are low in calcium.
- Butter is considered a fat/oil.

Fats and Oils

Serving size is generally one teaspoon. Most oils are high in monounsaturated or polyunsaturated fats, and low in saturated fats. Foods that are mainly oil include mayonnaise, certain salad dressings, and soft (tub or squeeze) margarine with no trans fats.

Solid fats are fats that are solid at room temperature, like butter and shortening. Solid fats come from many animal foods and can be made from vegetable oils through a process called hydrogenation. Some common fats are: butter, milk fat, beef fat (tallow, suet), chicken fat, pork fat (lard), stick margarine, shortening, and partially hydrogenated oil. A few plant oils, including coconut oil, palm oil, and palm kernel oil, are high in saturated fats and for nutritional purposes are considered to be solid fats.

Guidelines for offering fats and oils:

- When bread is not a part of the menu, fats and oils used in cooking can be counted for the one teaspoon in the meal pattern.
- Fats and oils may be offered as a spread, dip, or topping for a menu item.
- Wisconsin law requires that customers (i.e. participants) be

- told which spread is margarine and which one is butter.
- Reduce consumption of saturated fat and cholesterol by:
 - Substituting polyunsaturated margarine for butter, lard and saturated fats whenever possible.
 - Using food-preparation methods which add as little fat as possible.
 - Increasing food-preparation use of monounsaturated and polyunsaturated vegetable oils, such as olive, peanut, corn, safflower, canola, cottonseed and soybean oils.
 - Eliminating palm oil in food preparation.
- To successfully implement these suggestions with meal providers, review ingredients of ready-prepared products and make changes when possible.

Reduce sodium by:

- Making salad dressings from scratch without added salt.
- Use “low sodium” or “reduced sodium” salad dressing
- Make sauces from scratch without purchased soup base or use reduced sodium soup base for sauces.
- Using olive oil, vegetable oil, and unsalted butter in cooking rather than salted butter.
- Serving salad dressing on the side.
- Gravies and sauces are a key component for temperature control in home delivered meals; they are often a necessity. Numerous recipes and mixes for low-fat and low-sodium gravies and sauces are available for use in entrées.

Dessert

Serving size is generally ½ cup.

Fruit or vegetable offered as a dessert or contained in a dessert may count toward the fruit or vegetable component, respectively. However, there must be at least 1/8 of a cup offered that can count toward the fruit/vegetable component. ex. (1/8 cup raisins + 1/8 cup raisins + ¼ cup apples all in an apple crisp recipe = 1 ½ servings fruit/vegetable) OR (1/8 cup raisins in a salad + 1/8 cup raisins in an oatmeal cookie = 1 fruit/vegetable serving) OR ¼ cup raisins + ¼ cup carrots in carrot raisin salad = 1 ½ fruit/vegetable servings).

Guidelines for offering dessert:

- Increase consumption of fruits and complex carbohydrates to provide adequate fiber and to lower fat and cholesterol.
- Low-sugar or sugar-free desserts can be made available to individuals who request them for health reasons.
- Increase nutrients and reduce fat by preparing desserts with little or no fat. Consider substituting applesauce, mashed banana, mashed or pureed beans, shredded carrots, zucchini, etc... into recipes
- Limit frequency of desserts high in sugar and fat.
- Offer plain cookies, angel food cake, gingerbread, pudding, yogurt, cakes without frostings, or pies made with recipes altered to provide less sugar and less fat.
- Because ice cream is high in saturated fat, offer it only occasionally, or as a small amount of topping on a fruit dessert. Ice milk, sherbet, sorbet as good alternatives.
- Offer low-fat milk and calcium-containing desserts such as frozen yogurt, low-fat custards and low-fat pudding, yogurt parfait, etc.
- To successfully implement these suggestions with meal providers, review ingredients of ready-prepared products and make changes when possible.

Condiments:

Condiments required for the planned menu must be supplied.

Other Meal Requirements

1. No salt is added when cooking. Pepper is available on dining tables.
2. No deep fat fried foods are allowed.
(No peanut or coconut oils, lard, or other animal fats are allowed in meal preparation.)
3. Provider must insure entrée tenderness.
4. Meals must be prepared in a manner to preserve optimum flavor, color, texture, size, shape, and appearance while retaining nutrients and food value.
5. Food should be prepared with enriched or whole grain flour.
6. Food temperatures must meet the following requirements: Hot foods must remain above 140° F, Cold foods must be below 41° F, and frozen foods below 32°F. All foods shall not be packed and held longer than four (4) hours prior to meal service. If food is

not received within the temperature guidelines, the food will be rejected by ADRC-CW staff.

7. Provider must deliver One (1) extra meal daily, free of charge, over the number of meals ordered for quality sampling and to offset meal count error.

2.7 Equipment and Supplies

Equipment

The Provider shall provide all necessary food service preparation equipment. All kitchen equipment must be maintained in good working order to insure the highest quality standards. The Provider shall utilize preparation equipment to maximize a standard portion control and minimize waste. The Provider must comply with all federal, state, and local regulations governing the purchasing, preparing, and handling of food. The Provider shall maintain the highest possible standards of sanitation in compliance with state, federal, and local health department standards relative to premises, personnel, and the handling, preparation, packaging, storage, and delivery of food and supplies.

The Provider is responsible for all maintenance costs associated with operating the food preparation kitchen. For delivery of HAC meals, the Provider must supply the necessary food delivery equipment and transport carriers for food delivery.

The ADRC-CW shall clean and sanitize all food service pans and lids each day of operation. Pans and lids will be picked up by the Provider from the HAC during operational hours during any of the next business days. The Provider shall wash and sanitize all food service pans, lids, and transport carriers prior to the next day's meal preparation.

The ADRC-CW may inspect the Provider's food preparation kitchen at any time and may observe food handling practices to determine the adequacy of the Provider's sanitation regarding cleaning, maintenance, and food preparation practices.

Proposals must include a description of the necessary food delivery equipment and transport carriers for food delivery.

Proposals may include a Food Processing Establishment Inspection Report and a Lease Agreement or Proof of Ownership with the Proposal. If not submitted with the Proposal, these items are required before the successful Provider will be offered a contract.

Supplies

All raw food and other food preparation supplies, paper and cleaning supplies necessary for a sanitary operation, and all other supplies necessary in the efficient operation of the food preparation kitchen, must be supplied by the Provider.

Coffee, margarine/butter, condiments (salt, pepper, sugar/sweetener packets, and other condiments as listed on the menu), and milk will be included as part of the meal by the Provider. The Provider must also supply all condiments required in the approved menu cycle.

2.8 Performance

In the event of failure on the part of the Provider, due to its own negligence, to complete delivery in accordance with the terms, conditions and specifications, the ADRC-CW shall not be held liable for payment and shall have the right to purchase elsewhere and at the market price the number of meals it deems necessary at any delivery point, and the increased cost, if any, for such purchases and their delivery, shall be charged to the Provider. However, that Provider shall not be required to perform under this agreement when such performance is affected by food or supply unavailability, fire, flood, or other events beyond the control of the Provider.

If the meals are delivered late (unexplained delay of more than one hour) the ADRC-CW shall have the right to deny payment.

If prepared meals do not meet the specification requirements, payment shall be denied.

In the event that the menu, as approved by the ADRC-CW, is not furnished complete, the price of the missing items shall be deducted. If the entree is omitted, the entire price of the meal shall be deducted.

The deduction from the contracted per-meal cost will be calculated by using the following percentages:

Grain	5%
Condiments	5%
Potatoes	10%
Gravy or Sauces	10%
Vegetables, Fruit, or Salad	10%
Milk	10%
Dessert	25%
Entrees	100%
Full Meal Shortage	100%

Unauthorized menu substitutions shall be deducted from the per-meal cost.

Servings not meeting food temperature requirements will be deducted from meal payment.

Provider is responsible for checking & recording temperatures of all foods prior to leaving Provider's kitchen to be delivered to ADRC-CW's locations. This documented information will be accessible to ADRC-CW and/or local health departments as needed.

The Provider shall not subcontract any portion of the contract to another food service company without prior written authorization of the ADRC-CW.

2.9 Emergency Procedures

The Provider shall develop an emergency procedure for delivering food in the case of a vehicle breakdown. If the public schools are closed for inclement weather, the nutrition centers will be closed. It shall be the responsibility of the ADRC-CW and the Provider to notify each other by 6:00 AM if meals will be canceled due to hazardous weather. Any food already prepared will be promptly frozen or refrigerated, and if appropriate, that day's menu will be substituted for the following day's menu. It shall be the responsibility of the ADRC-CW and the Provider to provide each other with home and/or cell phone numbers for emergency use only.

2.10 Ordering and Delivery of Meals

The Provider shall be flexible regarding the number of meals to be provided at each site from day to day. The ADRC-CW shall notify the Provider by 1:30 PM of each serving day the number of meals required for the next serving day. This shall constitute a purchase order which will cover the billing for that order. The ADRC-CW will give the Provider the names of persons who have authority to make a change in the number of daily meals. The ADRC-CW and the Provider shall verify meals ordered on a weekly basis. Provider will bill ADRC-CW weekly, bi-monthly, or monthly. ADRC-CW will pay the Provider within thirty (30) days of billing for all services provided under this agreement.

PROGRAM FAIB ZAUB MOV (NUTRITION PROGRAM MEAL SERVICE SPECIFICATIONS)

2.1 Kev Muab Zaub Mov (General Description of Service)

Lub tsev Aging and Disability Resource Center nyob rau Central Wisconsin, los yog ADRC-CW, yuav txais cov xa npe tuaj ua tus muab zaub mov rau qhov program hu ua Elderly Nutrition Program los yog program pab muab zaub mov rau cov laus. Nyob rau hauv qhov program no, yuav muaj faib zaub mov nyob rau tim Koom Haum Hmoob los yog qhov chaw sib ntsib uas ADRC-CW xaiv tseg. Tsis tag li ntawv xwb, kuj muaj qhov program hu ua Meals on Wheels pab xa zaub mov tuaj rau tim cov laus tsev thiab. Hnub faib zaub mov nyob rau txhua hnub Thursday.

2.2 Chaw Faib Zaub mov thiab Zaub mov Faib Nyob Rau Wausau (Service Area and Meals Served in Wausau)

Zaub mov Faib Rau Sawv Daws (Congregate Meals)		
Chaw Faib Zaub Mov	Faib Zaub Mov Nyob Rau Hnub No	Ib Hnub Faib Npau No Pluag Mov
Wausau Hmong American Center 1109 N 6th Street Wausau 54403	Thursday	25

Tus faib zaub mov yuav tsum muaj lub peev xwm kom muaj neeg txaus tuaj pab faib zaub mov. Yog hais tias cov neeg uas tuaj thov zaub mov txhua txhua xyoo nce txog li 25%, tus faib zaub mov yuav tsum muaj lub peev xwm pab nce thiab muaj zaub mov kom txaus rau Hmong American Center.

2.3 Kev Tsob Hwj (Service)

Tus faib zaub mov lub luag hauj lwm yog los nqis tes npaj ib hnub ib pluag ib as thiv rau Senior Dining. Lub koom kaum ADRC-CW muaj txoj cai tsis pub faib mov rau cov hnub so no: New Year's Day, Christmas Eve Day, Christmas Day thiab New Year's Eve Day; ntxiv rau ib hnub nyob rau lub caij ntuj sov (summer) los yog ua ntej lub caij nplooj zeeg (early autumn) uas yuav tseg rau kev cob qhia rau cov tib neeg ua hauj lwm mus kawm ntxiv txog lawv lub luag hauj lwm, thiab ib hnub thaum lub caij nplooj zeeg (autumn) rau cov tib neeg ua hauj lwm uas qhia txog kev noj zaub mov li cas. Ceeb Toom: Tej thaum hnub uas kaw tsis faib zaub mov vim muaj kev cob qhia lossis yog hnub so thooob teb chaws Meskas yuav yog los sis tsi yog hnub Thursday.

Tus faib zaub mov lub luag hauj lwm yog thauj zaub mov tuaj rau Wausau Koom Haum Hmoob thaum 3:15 txog 3:45pm txhua hnub Thursday.

2.4 Kev Caij Nyoog Khi Lus (Contract Period)

Kev khi lus rau ntawm no yuav kav peb xyoos, pib rau September 2022 rau August 2025. Yog ob tog tham sib haum, pub xyoo plaub (4) thiab tsib (5) ntxiv rau los tau thiab.

Yog hais tias ADRC-CW thiab tus faib zaub mov sib tham haum, kuj pub hloov daim ntawv khi lus thiab. Yog hais tias, ib tug ua tsis raws cov lus hauv daim ntawv khi lus, tus uas yuav tso kev khi lus tseg yuav tsum sau ntawv qhia peb caug hnub (30 days) ua ntej, muab rau tus ua tsis raws cov lus khi tseg.

2.5 Daim Ntawv Qhia Zaub Mov Kev Muaj Li Cas (Menu Cycle)

Cov neeg ua hauj lwm rau ADRC-CW yuav tsum muab daim ntawv saib zaub mov rau cov yuav faib zaub mov ntawv li peb caug hnub (30 days) ua ntej thawj hnub yuav faib zaub mov. Txhua txhua pluag mov yuav tsum ua raws li Older Americans Act Nutrition Program thiab Wisconsin Nutrition Program Operations cov kev cai nyob rau hauv daim ntawv no. Thaum yuav sau daim ntawv saib zaub mov no, yuav tsum sau raws OAA Nutrition cov kev cai, kev zoo rau roj ntsha, sau kom muaj ob peb yam nyob rau daim ntawv qhia zaub mov, thiab sau raws li ntawm cov lus qhuas los lus thuam los ntawv cov neeg uas noj cov zaub mov. Cos lus qhia txog ntawm cov zaub mov uas yuav muab tso rau daim ntawv qhia ntawd uas los ntawm ADRC-CS Nutrition Program tus Director yuav tsum yog cov lus qhia uas pab tau los yog zoo rau cov nyob rau hauv Nutrition Program, cov ua hauj lwm rau ADRC-CW, thiab cov muab zaub mov.

Thaum twg ADRC-CW noog txog daim ntawv qhia zaub mov los yog cov ntaub ntawm ua zaub mov, cov faib zaub mov los yog tus Provider yuav tsum tau muab raws li ADRC-CW noog txog. Tsis tag li ntawd xwb, tus ADRC-CW Nutrition Director muaj cai tuaj kuaj cov zaub mov nyob rau hauv tus faib zaub mov qhov chaw ua noj.

Yog hais tias muaj tej yam zaub mov ua kub nyiab los yog tsis raws Meal Service cov kev cai, tus faib zaub mov yuav tsum muaj lub peev xwm npaj tseg los pauv los yog hloov cov zaub mov ntawd. Cov zaub mov yuav muab los hloov ntawd yuav tsum yog tau kev tso cai los ntawm tus ADRC-CW Nutrition Program Director, tus Nutrition Supervisor, thiab los yog tus Director of Aging & Wellness ua ntej yuav muab faib. Thaum twg los yog txhua zaus tus faib zaub mov pauv cov zaub mov, tus faib zaub mov yuav tsum qhia cov tibneeg ua hauj lwm rau ADRC-CW chaw faib zaub mov paub thiab.

Tus faib zaub mov yuav tsum muab txog li ntawm rau (6) daim ntawv qhia saib zaub mov raws li Nutrition Program daim ntawv qhia saib zaub mov.

2.6 Daim Ntawv Qhia Saib Zaub mov Yuav Tsum Muaj Raws Li Ntawm No (Menu/Meal Specifications)

Tus muab zaub mov yuav tsum muab zaub mov raws li cov cai los ntawm Nutrition Standards of the Older Americans Act thiab WI Senior Nutrition Program. Cov cai ntawd qhia hais tias yuav tsum ua zaub mov raws cov cai nyob rau hauv phau ntawv los ntawm Dietary Guidelines for Americans, raws li sau tseg los ntawm Department of Health and Human Services thiab Department of Agriculture. Cov zaub mov yuav tsum yog ib feem peb (1/3) ntawm qhov Dietary Reference Intakes (DRI) raws li ntawm no:

Ib Feem Ntawm Cov Zaub Mov Raws Li Qhov Older Americans Act Nutrition Program

Ib feem ntawm pluag mov thiab yam tsawg kawg nkaus muab ib pluag npaum cas	Lus Piav Qhia & Piv Txwv Yuav Noj Li Cas* (Qhov no tsis yog ib dlaim ntawv teev taag nrho)
Nplej – Ib pluag yuav tsum muaj ib hom no nrog pluag mov Ib nrab ntawm hom zaub mov los ntawm nplej yuav	1 daig nplev, ½ khob mov, fawm, mij, los yog Oatmeal siav, 1 khob qhob noom ntse mig, 1 daig 6" qhob cij mev, ½ lub qhob cij meskas, 1 lub qhob cij tshais, 1 lub qhob cij muffin, ½ English muffin, ½ khob stuffing/dressing, 5-7 daig qhob cij qhuav (crackers)

<p>tsum yog hom nplej kheej (whole grain). Yog tias yuav muab nplej dawb (piv txwv li mov dawb los yog nplev dawb), yuav tsum muab cov muaj av-ham zoo.</p>	
<p>Zaub thiab txiv hmab txiv ntoo – Ib pluag yuav tsum muaj peb (3) yam ntawm hom zaub mov no (Ib hnuv yuav tsum noj txog li peb yam)</p> <p>Ib yam ntawm zaub thiab txiv hmab txiv ntoo muaj li ntawm no: ½ khob siav los nyoos, 1 khob zaub ntsuab nyoos, ½ khob 100% kua txiv hmab txiv ntoo, losis ¼ khob txiv hmab txiv ntoo qhuav. Kua zaub tsuag yuav tsum yog li 8 oz. (1 khob); tab sis, ntau thiab tsawg los tus pub yus noj haus yuav tsum tau sau rau daim ntawv qhia zaub mov. Cov ntawm no muab ua piv txwv xwb:</p>	
<ul style="list-style-type: none"> ● Zaub ntsuab: Tsawg kawg yuav tsum noj ib lim tiam ib zaug** 	<p>Beet greens, Bok choy (zaub dawb), Broccoli (zaub paj ntsuab), Collard greens (zaub pas-kas-nav), Dark green leafy lettuce, Endive or escarole (zaub noj nyoos), Kale, Mustard greens (zaub ntsuab), Parsley, Romaine lettuce (zaub noj nyoos), Spinach (zaub ntsuab), Turnip greens (zaub ntsuab), Watercress (zaub dej),</p>
<ul style="list-style-type: none"> ● Zaub thiab txiv hmab txiv ntoo xim liab thaib moj kee: Tsawg kawg yuav tsum noj ib lim tiam ob zaug** 	<p>Beets, Carrots, Pumpkin (taub), Red peppers (kua txob liab), Sweet potatoes (qos liab), Tomatoes (txiv lws suav), Tomato juice (kua txiv lws suav), Winter squash (taub) (acorn, butternut, Hubbard) Apricots, Cantaloupe (dib pag), Cranberries, Grapefruit (txiv kab ntxwv), Guava, Mango (txiv nkhaus tau), Nectarines (txiv duaj), Oranges (txiv moj kee), Orange Juice (kua txiv moj kee), Papaya, Raspberries (txiv pos), Strawberries (txiv pos), Tangelo or Tangerine (txiv moj kee me), Watermelon (dib liab)</p>
<ul style="list-style-type: none"> ● Taum thiab taum mog: Tsawg kawg yuav tsum noj ib lim tiam ib zaug** 	<p>Black beans, Black-eyed peas (mature, dry), Garbanzo beans (chickpeas) Great northern beans, Kidney beans, Lentils, Mung beans, Navy beans Pink beans, Pinto beans, Red beans, Soybeans, Split peas, White beans</p>
<ul style="list-style-type: none"> ● Zaub Mov Muaj Hmoov Nplaum: Tsawg kawg yuav tsum noj ib lim tiam ob zaug** 	<p>Corn (pob kws) (daj los dawb), Green lima beans (taum ntsuab), Green peas (taum mog), Parsnips, Potatoes (qos), Water chestnuts</p>
<ul style="list-style-type: none"> ● Lwm yam zaub 	<p>Bean Sprouts (taum mog), Cabbage (zaub qhwv), Cauliflower (zaub paj), Celery, Cucumbers (dib), Green or Wax Beans, Green Peppers (kua txob dub), Iceberg or Head Lettuce (zaub), Mushrooms (nceb), Onions (dos), Summer Squash (taub), Zucchini (dib)</p>
<p>Kua Mis Nyuj - Ib pluag (1 serving)</p>	<p>yim (8) fluid ounces los sis ib (1) khob (mis yuas, mis 1%, los yog mis taum yuag. Haus mis xim dawb los xim chocolate los yeej tau.</p>
<p>Zaub mov muaj Protein - Peb (3) ounces Ib pluag yuav tsum muaj txog li peb (3) ounces los ntawm hom nqaij los mis nyuj hu ua protein.</p>	<p>Peb (3) ounce nqaij, ntses, cheese, ¾ khob cottage cheese, 1 ½ khob kua taum, ¾ khob taum siav.</p> <p>Los sis ob peb yam sib xyaw kom muaj peb (3) ounces: Ib (1) ounce nqaij siav, nqaij qaib, ntses = ib (1)-ounce zauj mov muaj protein Ib (1) lub qe = Ib (1)-ounce zauj mov muaj protein, Ib (1)-ounce cheese = Ib (1)-ounce zaub mov muaj protein Ob (2) dia hummus = Ib (1)-ounce zaub mov muaj protein Ib (1) ounce txiv laum huab xeeb, noob txiv ntoo, los yog noob taum paj = Ib (1)-ounce zaub mov muaj protein</p>
<p>Rog thiab roj – Ib Pluag (1 serving)</p>	<p>Ib (1) dia los siv ua noj los sis noj ntxuag zaub mov.</p>
<p>Khoom noj qab zib – Ib Pluag (1 serving)</p>	<p>½ khob - txiv hmab txiv ntoo los sis zaub. Yog muab xyaw nrog khoom noj qab zib los tau thiab.</p>

(Xaiv tau, tsis muab los tau)	2"x 2" cut (about ½ khob) daim qhob cij qab zib, 1/8th of pie, 1 cookie, 2"x2" fruit gelatin, ½ khob txiv hmab txiv ntoo, ½ khob pudding los mis nyuj khov (ice cream)
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** Txhua txhua lub lim tiam yuav muaj ob peb hom zaub thiab txiv hmab txiv ntoo txawv raws li saum toj no tau hais qhia.

Yam tsawg kawg nkaus, txhua lub lim tiam yuav tsum muaj raws li ntawm no:

Energy	675 calories or more
Protein	19 g or more
Dietary Fiber	9 g or more
Saturated Fat	<10% of calories
Calcium	400 mg or more
Sodium	1200 mg or less
Potassium	1565 mg or more
Magnesium	110 mg
Zinc	4 mg
Vitamin A	275mg RAE
Vitamin B6	0.6 mg
Vitamin B12	0.8 mcg
Vitamin C	30 mg
Vitamin D	120 IU
Folate/Folic Acid	135 mcg

Ib Pluag Zaub Mov Yuav Tsum Muaj Xws Li Ntawm No (Meal Components)

Zaub Mov Muaj Protein (Protein Foods)

Ib pluag yuav tsum muaj tsawg kawg peb (3) oz hom zaub mov uas muaj protein. Piv txwv xws li ntawm no:

- 3 oz. nqaij nyuj siav (3 oz. = 1 daig nqaij nyuj los yog ib daig nqaij nyuj zom (hamburger))
- 3 oz. nqaij qaib siav, 1 daig nqaij tais nplem (3 oz. = 1 daig nqaij qaib me)
- 3 oz. nqaij ntses (3 oz. = 1 nplais ntsev (salmon))
- 6 oz. hnyuv ntxwm
- 3 lub qeb
- ¾ khob taum qhuav los yog taum mog, 1½ khob kua taum hau, 1½ khob kua taum, 1½ khob kua taum dub, 3 daib taum zom ua ke kib (dav li 2 ¼")*
- ¾ khob taum paj
- 3 oz. tempeh siav
- 6 diav hummus
- ¾ khob cottage cheese (3 oz equivalent)
- 3 dia txiv laum huab xeeb butter

Cov tom qab no pub ntxiv rau cov hnuab ua muaj casseroles los yog cov hnuab ua yuav tso zaub mov muaj protein ntxiv:

- ½ oz. txiv laum huab xeeb (nuts), 12 almonds, 24 pistachios, 7 walnut halves = (1 oz. equivalent)
- ½ oz. noob = (1 oz equivalent)
- ¼ khob ricotta cheese = (1 oz equivalent)
- 1 oz. cheese (hard or soft)
- 2 oz. processed cheese food or cheese spread = (1 oz. equivalent)
- ½ khob yogurt, Greek yogurt, or soy yogurt (plain, flavored, sweetened, unsweetened) = (1 oz. equivalent)
- *Vim tias taum thiab taum mog qab rog heev, yus siv nws ua zaub thiab siv nws ua zaub mov muaj protein los tau. Tab sis tsis txhob muab nws noj nrog zaub los nrog zaub mov muaj protein ua ke tib pluag.*

- **Kev Siv Zaub Mov Muaj Protein**
- Yog yus siv nplem los npaj zaub mov muaj protein, tsis txhob muab nws los luj nrog cov zaub mov muaj protein.
- Nco ntsoov tias tom qab yus muab nqaij ua siav lawm, nws yuav sib dua thaum nws tseem nyoos nyoos. Yus yuav tsum npaj tias daim nqaij yuav ua kom me tuaj thaum nws siav lawm.
- Yuav tsum nco ntsoov txog tej yam uas noj tsis tau, xws li pob txha, tawv, los yog tej yam nqaij rog. Tsis txhob muaj cov no los luj nrog cov yus yuav npaj ua noj.
- Xaiv hom nqaij ntsev los nqaij hiav txwv ua muaj omega-3 los yog tej yam rog ua zoo rau yus, xws li salmon, trout thiab sardines.
- Tais hu ua Casserole yog tais uas pheed yig thiab pub tau ntau leej tshaj. Tab sis, nco ntsoov tias tej taig yuav muaj cov zaub mov protein tsis txaus ces yuav tsum tau ntxiv ib co zaub mov protein ntxiv thiab.
- **Ua kom muaj rhog tsawg:**
- Npaj zaub mov muaj protein siv cov kom muaj rhog tsawg los cov tsis muaj rhog kiag li. Siv roj xwb txhob siv rhog.
- Xaiv cov zaub mov muaj rhog tsawg los npaj pluag mov.
- Xaiv nqaij kom ntshiv los yog qaij uas muaj rhog kom tsawg.
- Siv tej yam cheese uas muaj rhog tsawg.
- Siv tej yam yogurt uas muaj rhog tsawg.
- **Ua kom muaj ntsev tsawg:**
- Siv ntsev kom tsawg zog
- Thaum ua kua dis los yog hau nqaij, yus mam ua yus xwb los yog tsis txhob siv cov ua twb ua tau lawm. Yog yuav cov es twb ua tau lawm, yuav cov kom muaj ntsev (sodium) kom tsawg.
- Xaiv tej yam zaub mov protein uas tsis tshua daw ntsev.
- Noj kom tsawg tej hom nqaij uas yog processed los yog muaj ob peb yam nqaij sib tom, xws li ham, bacon, hnyuv ntxwm, thiab luncheon los yog nqaij tais nplev.
- Tej hom nqaij qaib, turkey, thiab nqaij npuas muaj kua ntsev tom nrog lawm. Saib daim plhaub seb puas hais “self-basting” los yog “contains up to ___% of ___”, yog hais li ntawv, nws muaj kua daw ntsev xyaw lawm.
- Xaiv txiv laum huab xeeb ua tsis tau muaj ntsev xyaw.
- Npaj nqaij nyuj, nqaij qaib, thiab nqaij ntsev ua tsis muaj nplev xyaw.
- Xaiv tej hom cheese kom txhob muaj ntsev tsawg zog.
- Yam cheese twg ua sau hais tias “imitation” los yog “cuav thiab “product” los yog “qhom sib tov” tsis muaj nutrition txaus thiab siv los ua hom zaub mov protein tsis tau.
- Yuav tsu tau ceev faj thaum yus siv hom cheese uas phom phom los yog feta, brie, camembert, blue-veined cheeses, and queso fresco vim tias tej thaum ho muaj *Listeria monocytogenes*, los yog kab mob tsis zoo.

Zaub Mov Muaj Nplej (Grains)

Cov zaub mov tom ntej no yog ob peb hom ua piv txwv tias hom twg muaj nplej xyaw:

- ¼ bagel loj los yog 1 bagel me
- 1 biscuit, 2 inches across
- 1 daig nplem, 1 nplais nplem fabkiv los yog qhob cij ntev, 4 daig nplem me
- ½ khob nplej siav (xws li barley, bulgur, mov, mij, fawm)
- 1 nplais mov pob kws loj li 2½-in. x 1¼" x 1¼"
- 7 daim crackers (square or round), los 5 daim whole wheat crackers
- ½ ib lub English muffin
- 1 muffin, 2½ in. dav
- ½ khob oatmeal siav, 1 pob oatmeal ua tov dej siav (instant)
- 1 daig pancake (4½" dav), 2 daig pancakes (3" dav)
- 1 khob cereal pluav los ua vaj voog (flakes or round), 1¼ khob cereal su (puffed)
- 1 daig qhob cij mev flour or corn tortilla (6" dav)
- ½ ib lub qhob cij tsis loj tsis me
- ½ khob dressing los yog nplem ntsaws (stuffing)
- **Kev Siv Zaub Mov Muaj Nplej:**

Txiv Hmab Txiv Ntoo (Fruits)

Muab ib pluag raws li ntawm no:

- ½ ib khob txiv hmab txiv ntoo nyoos, khov naj koob los yog nyob hauv koos poom.
- ¼ ib khob txiv hmab txiv ntoo qhuav.
- ½ ib khob kua ua yog 100% txiv hmab txiv ntoo.
- 1 daig txiv hmab txiv ntoo me
- 16 lub txiv grapes

Kev Muab Txiv Hmab Txiv Ntoo (Guidelines for Offering Fruit)

- Tsuas pub muab txog li ib khob kua txiv hmab txiv ntoo nrog ib pluag mov xwb, tsis txhob muab tshaj.
- Yog ua tau, npaj txiv hmab txiv ntoo uas tsis muaj roj thiab suab thaj ntxiv rau.
- Siv cov txiv hmab txiv ntoo nyoos, khov aij, los yog nyob kaus poom; siv cov uas muaj nws cov kua los yog kua nplaum uas tsis muaj suab thaj xyaw.

- **Ib nrab ntawm cov zaub mov muaj nplej yuav tsum yog hom nplej hu ua "whole grain" los yog muaj lub npe "whole" ua ntej.**
- Yog yus siv cov nplej uas muab sib tov (refined), yuav tsum siv cov uas muaj tshuaj zoo rau yus (enriched).
- Yuav tsum muaj txhij txhua ob peb hom npej, xws li cov zaub mov muaj nplej tsawg, muaj whole grain, muaj wheat, bran los yog nplem rye, thiab cov cereal uas muaj ob peb hom nplej thiab.
- **Siv cov nplem ua muaj roj ntau los yog nplem cuav, xws li biscuits, quick bread, muffins, cornbread, dressings, croissants, fried hard tortillas thiab other high-fat crackers.**
- Qos tsis yog ib hom zaub mov ua muaj nplej. Qos yog nyob rau pab who ua zaub lawm.
- **Ua cas thiaj ua tau zaub mov kom txhob daw ntsev:**
- Tsis txhob ntxiv ntsev rau fawm, mij los yog mov thaum yus tseem rhaub dej.
- Xaiv cov nplem kom muaj ntsev tsawg zog, los yog lower sodium.

- Rau cov neeg uas muaj ntshav qab zib, yam khoom noj qab zib zoo tshaj rau yus yog txiv hmab txiv ntoo nyoos, khov aij, los yog nyob kaus poom; siv cov uas muaj nws cov kua los yog kua nplaum uas tsis muaj suab thaj xyaw.
- Yog hais tias noj jell-O xam lav, yus suav nws ua txiv hmab txiv ntoo thiab zaub rau yus pluag mov tau thiab, tshuav nws muaj raws raws xwb.
- Txiv hmab txiv ntoo ua tau ib pluag mov zoo nkauj duas pluag mov tsis muaj vim nws muaj ntau xiv thiab muaj ob peb hom.
- Tej lub txiv hmab txiv ntoo yuas tsum tau muab txiav, chais, los sis phua thiaj noj taus yooj yim.

Zaub (Vegetables)

Muab ib pluag raws li ntawm no:

- ½ khob zaub nyoos, khov aij, nyob kaus poom, siav los nyoos
- ½ khob zaub siav tuav ua ke (mashed)
- ½ khob taum los taum mog siav
- 1 khob zaub nplooj nyoos
- ½ khob 100% kua zaub
- 1 tug carrot tsis loj tsis me, los yog 6 tus carrot me
- 1 lub tswb kua txob ntsuab me
- 1 lub txiv lws suav nyoos (dav li 2¼”), 1 kaus poom txiv lws suav tsis loj tsis me

- ½ ib lub qos liab ci (dav li 2¼”)
- Thaj tsam li ½ ib lub taub
- 1 lub pob kws (thaj tsam li 6” ntev)
- ½ ib lub qos dawb tsis loj tsis me (dav li 2 ½” to 3”)
- 1 tug celery loj (ntev li 11” to 12”)

*Zaub muab faib ua tsib (5) pawg: **zaub ntsuab, zaub liab los zaub xim maj keeb, zaub muaj kua nplaum, taum thiab taum mog, thiab lwm yam zaub.** Cov tom qab no yog ob peb yam ua piv txwv noj tau.*

Kev muab zaub (Guidelines for offering vegetables):

- Tsuas pub muab txog li ib khob kua zaub nrog ib pluag mov xwb, tsis txhob muab tshaj.
- Yog hais tias noj jell-O xam lav, yus suav nws ua zaub rau yus pluag mov tau thiab, tshuav nws muaj raws raws xwb.
- Yog noj qos, muab qos ua zaub tau. Yog noj qos qhuav los hmoov qos es mam tov dej, yuav tsum siv hom uas muaj vitamin C.
- Taum ntsuab thiab taum mog tsis yog taum (beans). Taum ntsuab muaj muaj kua nplaum ces nws xyaw nrog hom zaub muaj kua nplaum. Taum ntsuab nyob rau pawg hu ua “lwm pawg” vim nws muaj nws ib hom.
- Mij, fawm thiab mov los sis txhuv yog pawg nplej, tsis yog zaub.
- Zaub ua tau ib pluag mov zoo nkauj duas pluag mov tsis muaj vim nws muaj ntau xiv thiab muaj ob peb hom.
- Tej lub zaub yuav tsum tau muab txiav, chais, los sis phua thiaj noj taus yooj yim.
- Muab tej hom zaub kom muaj cag zoo (fiber-rich).
- Yog muab tau, muab tej hob zaub niam qhuav de tshiab los sis khov aij.

Ua kom zaub muaj roj tsawg:

- Npaj zaub uas muaj los siv roj tsawg.

- Muab zaub ci, hau, los siv cub es tsis txhob muab kib.

Ua kom zaub muaj ntsev tsawg:

- Tsis txhob rau ntsev rau cov dej yus siv ua zaub noj.
- Tsis txhob siv zaub hauv koos poom ntau ntau.
- Thaum npaj qos, tsis txhob siv ntsev ntau ntau.
- Siv kua zaub kom muaj ntsev tsawg.
- Xaiv cov txiv lws suav hauv koos poom kom muaj ntsev tsawg.
- Mij, fawm, mov los sis txhuv tsis yog zaub, lawv yog nplej.
- Zaub ua tau ib pluag mov zoo nkauj duas pluag mov tsis muaj vim nws muaj ntau xiv thiab muaj ob peb hom.
- Tej lub zaub yuav tsum tau muab txiav, chais, los sis phua thiaj noj taus yooj yim.

Pub suav xam lam ua yus pluag zaug tau thiab yog tias yus tais xam lam muaj zuab txaus raws li daim no qhia. Yua tsum muaj 1/8 ntawm ib khob ua yus suav nrog tag nrho tais zaub. Muab piv txwv, ¼ ntawm ib khob raisin txiv nrog ¼ khob carrot nyog rau haus tais xam lam carrot raisin twb yog ½ ntawm ib khob los yog ⅛ ntawm ib khob txiv hmab txiv ntoo qhuav nyob hauv ¾ ntawm ib khob zaub yog ib taig uas kom muaj peb (3) hom txiv hmab txiv ntoo sib xyaws.

- Yog noj qos, muab qos ua zaub tau. Yog noj qos qhuav los hmoov qos es mam tov dej, yuav tsum siv hom uas muaj vitamin C.
- Taum ntsuab thiab taum mog tsis yog taum (beans). Taum ntsuab muaj muaj kua nplaum ces nws xyaw nrog hom zaub muaj kua nplaum. Taum ntsuab nyob rau pawg hu ua “lwm pawg” vim nws muaj nws ib hom.

Five Required Vegetable & Fruit Categories- Commonly served vegetables & fruits			
Zaub Ntsuab (Dark Green Vegetables)	Zaub liab/xis moj keeb (Red/Orange)	Zaub muaj kua nplaum (Starchy Vegetables):	Taum (Beans/Peas):
Beet greens	Beets	Cassava (yucca)	Black beans
Bok choy	Carrots	Corn (yellow or white)	Black-eyed peas (mature, dry)
Broccoli	Pimentos (cherry pepper)	Green bananas	Garbanzo beans (chickpeas)
Chicory	Pumpkin	Green lima beans	Great northern beans
Collard greens	Red peppers	Green peas	Kidney beans
Dark green leafy lettuce	Sweet potatoes	Jicama	Lentils
Endive or escarole	Tomatoes	Parsnips	Mung beans
Grape leaves	Tomato juice	Plantains	Navy beans
Kale	Winter squash (acorn, butternut, Hubbard)	Potatoes	Pink beans
Mustard greens	Txiv Hmab Txiv Ntoos: (Red/Orange)	Water chestnuts	Pinto beans
Parsley	Apricots	Lwm Hom Zaub (Other Vegetables)	Red beans
Romaine lettuce	Cantaloupe	Bean Sprouts	Soybeans
Spinach	Cranberries	Cabbage	Split peas

Turnip greens Watercress	Grapefruit Guava Mango Nectarines Oranges Orange Juice Papaya Raspberries Strawberries Tangelo or Tangerine Watermelon	Cauliflower Celery Cucumbers Green or Wax Beans Green Peppers Iceberg or Head Lettuce Mushrooms Onions Summer Squash Zucchini	White beans
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** Because of their high nutrient content, beans/peas can be counted as either a vegetable or protein food, but not both in the same meal.*

Kua Mis (Fluid Milk)

Muab txog li yim (8) fluid ounces xwb los yog (1 khob).

Cov nram qab no yog hom kua mis ua pub siv tshuav nws muaj vitamin D xyaw:

- mis sib (skim) los yog mis tsis muaj rog (nonfat milk). Siv hom dawn los chocolate los tau.
- Yog haus cocoa los hot chocolate, tsuas pub siv los ntawm mis ua kua xwb.
- mis ua muaj lactose tsawg
- mis ua tsis muaj lactose kiag li
- kua mis ntaum uas muaj calcium thiab vitamin A thiab D.
- mis muaj roj (buttermilk) uas muaj rog tsawg tsawg los tsis muaj rog kiag li

- kua mis tshis (yuav tsum hau ua ntej haus tau)
- hmoov kua mis los mis qhuav
Kev Cai Muab Mis (Guidelines for offering Milk):
- Cov kua mis yus muab tsawg kawg yuav tsum yog 1% los yog mis yuag (skim).
- Tsis pub siv kua mis nyeem (Cream), kua mis qaub (sour cream), thiab kua mis cream cheese vim cov no tsis muaj calcium txaus.
- roj mis (butter) yog rog los roj lawm.

Roj thiab Rog (Fats and Oils)

Muab txog li ib dia xwb. Muaj ntau hom roj muaj monounsaturated los yog polyunsaturated rog thiab saturated rog. Cov zaub mov uas tsis muaj trans rog yog mayonnaise, kua rau xam lav (salad dressing) thiab npas tawj (margarine).

Muaj tej hom roj hu ua roj qhov. Thaum yus muab nws tso hauv hoob nws tsis ua kua, nws hloov ua roj khov, muab piv txwv li npas taws los yog roj npuas. Roj khov los ntawm ntau yam tsiaj thiab zaub. Lawv siv hydrogenation ua thiaj tau roj los ntawm cov nov los. Ib co roj khov ua piv txwv yog: npas tawm, qua mis rog, rog los ntawm nqaij nyug, rog los ntawm nqaij qaib, roj npuas, thiab hydrogenated roj. Kuj muaj tej hom nroj los zaub uas muaj roj thiab, muab piv txwv li roj coconut, roj palm, thiab saturated roj.

Kev muab roj thiab rog (Guidelines for offering fats and oils):

- Thaum tsis muaj nplev nyob rau daim ntawv saib, yus siv roj thaib rog txog li ib diav tau thiab.
- Roj thiab rog muab siv ua ntxuag los yeej tau.
- Kev cais nyob Wisconsin qhia hais tias yus yuav tsum tau qhia cov noj tias cov lawv siv pleev yog roj mis los yog roj paj ntoos.
- Ua li tom qab no kom thiaj li tsis noj saturated roj thiab rog ntau:
- Thaum ua tau, siv polyunsaturated margarine ua npas tawm, rog los yog saturated roj.
- Siv kev ua zaub mov uas siv roj kom tsawg li tsawg tau.
- Siv kev ua zaub mov kom muaj monounsaturated thiab polyunsaturated zaub roj, xws li olive, txiv laum huab xeeb, pob kws, paj noob hli, canola, noob paj rwb thiab roj taum.
- Txwv tsis txhob siv roj toov laj ua zaub mov.
- Muab zaub xam lav cov kua do tso tom ntug, tsis txhob muab tov ua ntej.
- Kua xaw zaub mov yog ib yam ua pab tau zaub mov sov los txias thaum yus ua zaub mov xa rau tom tsev. Muaj ntau daig ntawv qhia ua zaub mov muaj roj tsawg los siv rau kua rau zaub mov.
- Kom yus muab tej zaub mov no kom muaj raws li qhia tseg, nco ntsoov raws li cov ua qhia ua ntej no lawm. Yus yuav tsum hloov li hloov tau kom haum cov qhia no.

Ua kom muaj ntsev tsawg (Reduce sodium by):

- Ua kua xyaw zaub, tsis txhob siv ntsev.
- Yog yus noj kua rau zaub xam lav, siv cov kua muaj ntsev tsawg (low sodium los reduced sodium)
- Yus ua yus kua, txhob siv cov yuav tim taj laj. Yog yuav, siv cov ua muaj ntsev tsawg.
- Siv roj olive, roj zaub thiab roj mis ua tsis muaj ntsev los ua zaub mov noj.

Khoom noj qab zib (Dessert)

Muab ½ ntawm ib khob zaub mov qab zib.

Txiv hmab txiv ntoo los zaub uas xyaw nrog khoom noj qab zib muab suav nrog txiv hmab txiv ntoo los zaub xwb. Yog yuav muab siv ua txiv hmab txiv ntoo, yuav tsum muab ⅛ ntawm ib khob. Muab piv txwv li tom ntej no: ⅛ ntawm ib khob raisins nrog ⅛ ntawm ib khob craisins ntxiv nrog ¼ ntawm ib khob txiv av paum nyob rau hauv ib lub ncuav qab zib txiv av paum (apple crisp recipe) yog 1 thiab ½ pluag txiv hmab txiv ntoo los ⅛ ntawm ib khob craisins xyaw nrog xam lav thiab ⅛ ntawm ib khob raisins xyaw nrog oatmeal qhob cij (cookie) yog 1 pluag txiv hmab txiv ntoo los zaub los sis ¼ ntawm ib khob raisin ntxiv nrog ¼ ntawm ib khob carrot nyob hauv tais carrot raisin xam lav yog 1 thiab ½ txiv hmab txiv ntoo los siv zaub.

Kev muab khoom noj qab zib (Guidelines for offering dessert):

- Yog yus noj txiv hmab txiv ntoo thiab complex carbohydrates, nws yuav zoo rau yus roj ntsha thiab pab yus ua kom lub cev tsis muaj roj ntau.
- Yog muaj neeg noog, muaj khoom noj qab zib uas muaj suab thaj tsawg los tsis muaj suab thaj kiag li.
- Yog yus xav ua khoom noj qab zib kom zoo rau yus roj ntsha thiab tsis muaj roj ntau, yuav tsum ua cov khoom noj qab zib uas tsis siv roj ntau los tsis muaj roj kiag. Yog yus xav, yus ntxiv txiv apple tuav, txiv tsawb tuav, taum tuav, carrot zom, dib zucchini ntxiv los tau thiab.
- Noj cov khoom noj qab zib kom muaj suab thaj thiab roj los roj.
- Muab qhob cij (cookies), nplev (angel food cake), pudding, yogurt, los cov cake uas tsis muaj qab zib, los yog cov pie ua tsis siv suab thaj ntau thiab siv roj tsawg.
- Vim ice cream muaj saturated roj ntau ntau, tsis txhob muab ntau ntau los muaj ib qho me me xyaw nrog txiv hmab txiv ntoo nrog khoom noj qab zib. Siv kua mis khov, sherbet, sorbet los hloov ice cream los tau thiab.
- Muab kua mis nyuj khoom noj qab zib uas muaj roj tsawg thiab muaj calcium ntau, xws li yogurt khov los custard uas muaj roj tsawg, thiab pudding muaj roj tsawg.
- Kom yus muab tej zaub mov no kom muaj raws li qhia tseg, nco ntsoov raws li cov ua qhia ua ntej no lawm. Yus yuav tsum muaj hloov li hloov tau kom haum cov qhia no.

Lwm yam zaub mov ntxiv (Other Meal Requirements)

- (1) Tsis txhob ntxiv ntsev thaum ua zaub mov. Kua txob pub muab tso sauv rooj.
- (2) Txwv tsis pub muab zaub mov kib.
- (3) Tsis pub siv roj txiv laum huab xeeb los roj coconut, roj npuas, thiab lwm yam roj tsiaj los ua zaub mov noj.
- (4) Tus muab zaub mov yuav tsum ua zaub mov kom phom phom.
- (5) Yuav tsum npaj zaub mov kom tseg tau nws cov xiv, shape, texture, thiab kom nws tseem qab thiab kom nws zoo rau yus roj ntshas.
- (6) Yuav tsum npaj zaub mov nrog enriched whole grain peeb.

(7) Zaub mov yuav tsum yog sov raws li ntawv no: Zaub mov kub yuav tsum kub li 140° F rov sauv, zaub mov txias, yuav tsum txias li 41° F rov hauv, thiab zaub mov khov, yuav tsum yog txias li 32°F rov hauv. Tsis txhob muab zaub mov ntim tshaj plaub xob moos (4 hours) ua ntej caij muab mov. Yog ADRC-CW txais tau zaub mov tsis kub tiab tsis txias li ghia ntawm no, ADRC-CW cov neeg ua hauj lwm yuav tsis txais cov zaub mov ntawv.

Khoom Rau/Ntxiv Zaub Mov (Condiments):

Yog hom zaub mov twg yuav tso khoom ntxiv, tus muab zaub mov yuav tsum npaj cov khoom rau los ntxiv zaub mov.

Lwm yam zaub mov ntxiv (Other Meal Requirements)

1. Tsis txhob ntxiv ntsev thaum ua zaub mov. Kua txob pub muab tso sauv rooj.
2. Txwv tsis pub muab zaub mov kib.
3. Tus muab zaub mov yuav tsum ua zaub mov kom phom phom.
4. Yuav tsum npaj zaub mov kom tseg tau nws cov xiv, shape, texture, thiab kom nws tseem qab thiab kom nws zoo rau yus roj ntshas.
5. Yuav tsum npaj zaub mov nrog enriched whole grain peeb.
6. Zaub mov yuav tsum yog sov raws li ntawv no: Zaub mov kub yuav tsum kub li 140° F rov sauv, zaub mov txias, yuav tsum txias li 41° F rov hauv, thiab zaub mov khov, yuav tsum yog txias li 32°F rov hauv. Tsis txhob muab zaub mov ntim tshaj plaub xob moos (4 hours) ua ntej caij muab mov. Yog ADRC-CW txais tau zaub mov tsis kub tiab tsis txias li ghia ntawm no, ADRC-CW cov neeg ua hauj lwm yuav tsis txais cov zaub mov ntawv.
7. Tus muab zaub mov yuav tsum muab tshaj ib pluab (one extra) mov pub dawb los sim thiab tsum muab tsis txaus.

2.7 Cuab Tam thiab Khoom Siv thiab (Equipment and Supplies)

Cuab Tam (Equipment)

Tus muab zaub mov yuav tsu npaj tag nrho cov khoom npaj zaub mov. Txhua yam khoom thiab lauj kaub tais dias siv ua zaub mov yuav tsum tu zoo zoo ua ntej siv. Tus muab zaub mov yuav tsum siv kom tag nrho cov khoom npaj zaub mov kom thiaj li tsis nkim zaub mom. Tus muab zaub mov yuav tsum raws tag nrho cov kev cais ntawm yuav, npaj, thiab kom zaub mov raws li tsoom fww cov kev cai. Tus muab zaub mov yuav tsum raws tsoom fww cov kev cai tu caw ua noj ua haus, kev npaj zaub mov, thiab kev khaws zaub mov tseg, raws raws tej cai tu hais tseg.

Yog hais tias yuav tau siv nyiaj siv txiaj los tu thiab kho chav ua noj, tus muab zaub mov yog tus lees tag nrho. Tus muab zaub mov yuav tsum xa thiab muaj khoom nrog zaub mov kom txhij kom txhua rau Koos Haum Hmoob.

ADRC-CW yog tus uas yuav tsum ntxuav thiab tu tej lauj kaub tais diav muab zaub mov txhua txhua hnuv. Tus muab zaub mov yog tus tuaj nqa lauj kaub tais diav cov hnuv tom qab muab zaub mov tag. Tus muab zaub mov yuav tsum ntxuav tag nrog cov lauj kaub, tais diav, tais nqa zaub nqa mov ua ntej yuav npaj mov rau hnuv tom qab.

ADRC-CW muaj txoj cai kuaj tus muab zaub mov thiab saib cov ua zaub mov thaum twg los tau. Qhov saib no yog saib thiab txiav txiv tias tej chaw ua zaub mov yeej huv thiab raws tej kev cai sau cia.

Tus sau tuaj ua tus npaj zaub mov yuav tsum sau qhia tias yuav npaj thiab tu tej lauj qaub tais diav li cas.

Tus sau tuaj ua tus npaj zaub mov yuav tsum sau los yog npaj daim ntawv hu ua Food Processing Establishment Inspection Report thiab daig Lease Agreement los yog Proof of Ownership nrog daim ntawv thov. Yog tsis muaj cov ntaub ntawv no, peb yuav kom muaj cov no ua ntej peb mam muab contract cob rau tus muab zaub mov.

Qhom Siv (supplies)

Txhua yam zaub mov, lauj kaub, tais diav, ntaub thiab khoom tu chaw ua zaub mov yog los ntawm tus npaj zaub mov ntawv. Tus npaj zaub mov yuav tsum muaj khoom txhij txhua.

Kas fes (coffee), roj paj ntoos roj mis (margarine/butter), khoom ntxiv rau mov (condiments) (piv txwv li ntsev (salt), hwj txob (pepper), suab thaj (sugar/sweetener packets), thiab lwm yam khoom ntxiv mov, thiab mis nyuj yuav tsum muaj nrog pluag mov los ntawm tus muab mov. Tus muab zaub mov yuav tsum tau muab raws li sau cia.

2.8 Kev Ua Tau Zoo (Performance)

Yog hais tias tus faib zaub mov muab tsis tau raws li tau cog lus hais tseg, ADRC-CW yuav tsis lam them rau tus npaj zaub mov. Tsis ci li ntawm xwb, ADRC-CW muaj cai mus yuav ntawm lwm tus kom txaus li cov ua tua muab zaub mom npaj tsis taus los yog tsis txaus. Tus npaj zaub mov yuav tau them cov tus nqi ntawv. Yog hais tias tsis muaj zaub mov txaus tim taj laj uas tus npaj zaub mov yuav tsis tau, los yog tsev kub hnyiab, los dej nyab, tus muab zaub mov yuav tsis tau them vim tsis yog twm nws.

Yog hais tias tus xa zaub mov xa tsis raws sij hawm, (lij tshaj ib xob moos ua tsis qhia tias vim li cas ho lig), ADRC-CW muaj txoj cai tsis them tus muab zaub mov.

Yog hais tias cov zaub mov npaj tsis raws li qhov hais cia, ADRC-CW muaj txoj cai tsis them tus muab zaub mov.

Yog hais tias cov zaub mov ua ADRC-CW tau pom zoo nyob rau daim ntawv saib zaub mov muaj tsis txhij, ADRC-CW muaj txoj cai rho nyiaj rau cov khoom uas muaj tsis txhij. Yog tais mov twg tsis muaj raws li daim ntawv siab zaub mov, tag nrho tus nqi ntawm tais mov yuav raug rho.

Tus nqi rho muaj raws li percent ntawm no:

Nplej (Grain)	5%
Khoom rau zaub mov (Condiments)	5%
Qos (Potatoes)	10%
Kua ywg zaub mov (Gravy or Sauces)	10%
Zaub thiab txiv hmab txiv ntoo (Vegetables, Fruit, or Salad)	10%
Mis nyuj (Milk)	10%
Khoom noj qab zib (Dessert)	25%
Tais zaub mov (Entrees)	100%
Pluag mov (Full Meal Shortage)	100%

Yog hais tias muaj tej yam khoom noj uas tsis nyob hauv daim ntawv saib zaub mov, ADRC-CW yuav muaj tus nqi rho ntawm pluag mov ntawv.

Cov zaub mov uas tsis sov los tsis txias txaus raws li qhov hais tseg yuav rau rho ntawm tus nqi thiab.

Tus muab zaub mov yog tus uas yuav tsum kuaj thiab cuv seb cov mov kub los txias li cas ua ntej lawv xa cov zaub mov mus rau ADRC-CW cov chaw faib mov. Daim ntawv cuv cov no yuav tsu muab rau ADRC-CW thiab los yog muab rau tsev kuaj noj haus thaum lawv noog txog.

Txwv tsis pub tus muab zaub mov muab txoj hauj lwm muab zaub mov no rau lwm tus yog hais tias nws tsis tau qhia rau ADRC-CW ua ntej.

2.9 Kev Kub Ntxhov (Emergency Procedures)

Tus muab zaub mov yuav tsum muaj ib txoj kev pab yog hais tias lub tsheb xa mov tsis ua hauj lws. Yog hais tias tsev kawm ntawv kaw vim huab cua tsis zoo, cov chaw muab zaub mov yuav tsum kaw thiab. ADRC-CW thiab tus muab zaub mov yuav tsum sib tiv tauj ua ntej 6:00 AM yog hais tias hnuv ntawv yuav tsis faib zaub mov vim huab cua tsis zoo. Yog muaj zaub mov uas twb ua tau lawm, yuav tsum muab cov zaub mov ntawv cia tub yees los freezer tseg rau tag kis. ADRC-CW thiab tus muab zaub mov yuav tsum tau muab npawb foos rau lawv kom thiaj sib hu tau.

2.10 Kev Xaaj Thiab Xa Zaub Mov (Ordering and Delivery of Meals)

Tus muab zaub mov yuav tsum muab tau ntau thiab tsawg puas mov nyob ntawm ib hnuv rau ib hnuv. ADRC-CW yuav tsum qhia rau tus muab zaub ua ntej 1:30 PM tias hnuv tom qab yuav muab tsawg tais mov. Thaum ADRC-CW hu qhia tias lawv xyaj

tsawg tais mov, ntawm no yog ADRC-CW yuav npaum ntawv tais mov. ADRC-CW mam muab tus muab zaub mov cov npe rau cov neeg uas hloov tau seb yuav puas tsawg tais mov.

ADRC-CW thiab tus muab zaub mov yuav tsum sib tham thiab puas tsawg pluag mov xaaj txhua txhua lub lim tiam. Tus muab zaub mov yuav tsum xa daim nqi rau ADRC-CW txhua txhua lub lim tiam, ib hlis ob zaug, los yog txhua txhua hli. ADRC-CW yuav tsum them nyiaj rau tus muab zaub mov ua ntej 30 hnuv thaum tus muab zaub mov xa nqi rau ADRC-CW.

DRAFT



NUTRITION PROGRAM MEAL SERVICE PROPOSAL FORM

The Aging and Disability Resource Center of Central Wisconsin is requesting proposals for the preparation of meals for the Nutrition Program at the Hmong American Center as outlined in the attached Request for Proposals.

Proposals must include this completed Proposal form with the other supporting information delivered in a sealed envelope clearly marked on the outside with the name and address of the responding company and the statement "SEALED PROPOSAL - NUTRITION PROGRAM MEAL SERVICE" clearly marked on the left hand corner.

**SEALED PROPOSALS MUST BE RECEIVED BY 4:30 PM LOCAL TIME
ON TUESDAY AUGUST 23, 2022**

Prospective providers may submit alternate proposals for consideration by the ADRC-CW if they meet the Nutrition Program specifications.

A. NUTRITION PROGRAM MEAL SERVICE PROPOSAL - COST
For Hot Meals (Bulk Food)

COST PER MEAL FOR SERVICE PROPOSAL	\$ _____
Raw Food cost per meal	\$ _____
Labor cost per meal	\$ _____
Operating/supply costs per meal	\$ _____
Profit per meal	\$ _____
TOTAL COST PER MEAL	\$ _____

Provider Company Name: _____

B. PROPOSAL - OTHER SUPPORTING INFORMATION

See PROPOSAL ADMINISTRATION AND ASSURANCES 1.19 Proposal Contents.

All Proposals must Include the following supporting information

1. A copy of sample Menu Plans for three months.
2. The Provider name, address, type of business, contact names and numbers, and person legally responsible for entering into a contract
3. A description of the Provider's experience in senior nutrition services
4. The location and description of the kitchen that will be preparing the food
5. The staffing pattern
6. A narrative that describes how the provider will meet the program specifications as outlined in this proposal

The following materials are not required, but may be submitted in support of a proposal:

1. References attesting to the ability to provide senior meals or other performance factors
2. Any documentation attesting to meal quality
3. Copy of lease agreement or Proof of Ownership
4. Photos of proposed food preparation and delivery equipment
5. Copy of Current site/local Food Processing Inspection Report
6. Any other pertinent information relevant to Provider performance or that demonstrates how the Provider can meet the needs of the ADRC-CW Senior Nutrition Program

C. PROPOSAL - SIGNATURE

To: Aging and Disability Resource Center of Central Wisconsin
2600 Stewart Avenue, Suite 25
Wausau, Wisconsin 54401

In compliance with your inquiry and Request for Proposals for the preparation of meals for the Aging and Disability Resource Center of Central Wisconsin, having examined the specifications and being familiar with all terms and conditions of the proposed procurement, I hereby propose the enclosed proposal for said services in accordance with all terms, conditions, and specifications in this proposal.

I understand that the ADRC-CW reserves the right to accept or reject any or all proposals submitted.

I hereby certify that all statements submitted with this proposal are made on behalf of:

(Name of Corporation, Partnership, or Person) *Please print or type*

A Corporation organized and existing under the laws of the State of _____;
or a partnership consisting of _____; or an
Individual trading as _____:
Of the city/village of _____, State of _____, and that
I have carefully prepared this Proposal from the terms, conditions, and
specifications and that all information is true and correct.

Signature: _____

Title: _____

Date: _____

Company Address: _____

Contact phone: _____

Contact email: _____