

**APPENDIX A – TECHNICAL SPECIFICATIONS
RFQ 103471 FOOD VENDORS FOR STORM SEASON**

SCOPE OF SERVICES

JEA intends to qualify multiple food vendors who can provide food during a storm event. Each qualified Vendor will be considered for a certain geography which is aligned with various JEA locations including but not limited to Staging areas, Water/Wastewater Treatment Facilities, Service Centers, JEA Emergency Operations Command Center and Downtown offices. Locations vary but are in and around Duval County. Currently, a hybrid meal service should be provided which includes a hot breakfast buffet, boxed lunches delivered with the breakfast service, and a hot dinner buffet at each location. Additional details are included in the Appendix A, Technical Specifications. Vendors must be able to provide meals ranging in quantity but up to 600-2000 meals per day, however, quantities may be significantly less at some locations. JEA may qualify additional vendors as deemed necessary throughout the contract term to ensure that our food needs are met.

1. GENERAL REQUIREMENTS

- 1.1 Qualified vendors must be able to provide food at the requested locations with 24-48 hours' notice.
- 1.2 Each site could require a small number of meals or up to 600 to 2000 meals or more per day at any given site. Vendors must be flexible as the number of mutual aid crews changes frequently.
- 1.3 The hybrid service (hot buffet breakfast, boxed lunches, hot buffet dinner) is requested for 2022 but is subject to change to be all hot meals, all boxed meals or any combination.
- 1.4 Hearty portions are required as workers are out in the field for extended periods of time. Any boxed lunches should have double portions of meat and at least 2 accompaniments. (i.e. fruit, veggies, chips, portioned salads (potato, macaroni, pasta) etc. and a variety of different meals is required. Vendors providing breakfast sandwiches or similar meals should include 2 breakfast sandwiches per person and breakfast sides (potatoes, fruit, etc.).
- 1.5 Meals need to be delivered and set up by 5:30 am or pm, depending on the meal service. Breakfast must be delivered by 5:30 am and boxed lunches should be delivered with breakfast for pick up at the same time. Dinner service must be set up and delivered at 5:30 pm. Some locations will require boxed lunches to be delivered with the dinner service for overnight crews.
- 1.6 Serving equipment must be picked up no later than the following morning food is delivered and replaced with clean equipment.
- 1.7 Pricing per meal must be all inclusive. Prices should include cutlery, plates, bowls, napkins, food, drinks, condiments, full coffee service at breakfast, serving utensils, disposable pans, labor, and delivery fees. Please note that JEA is tax exempt.
- 1.8 In the event of a category 4 or 5 storm event JEA may relocate to Lake City Florida, Starke Florida, Tallahassee Florida, Valdosta Georgia or other areas yet to be determined. Vendors who have mobile capability will be required to serve food at those locations

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until crews can return to Jacksonville for restoration. Please state whether you can provide mobile service and any access to or partnerships you have with food trucks who could assist you. Please include the food truck vendor names and the kind of food they provide.

- 1.9 Vendor's main location must be in Duval County or neighboring counties.
- 1.10 If Vendors have relationships with food trucks please provide their names and the type of food they supply. If a vendor is qualified they will be required to submit pricing for the food truck vendor they are associated with.
- 1.11 JEA reserves the right to qualify additional food vendors throughout the term of the contract at JEA's discretion.