



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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PURCHASING@SEDGWICK.GOV • SEDGWICKCOUNTY.ORG

**REQUEST FOR PROPOSAL
RFP #24-0002
ADULT RESIDENTIAL AND WORK RELEASE FOOD SERVICES**

August 27, 2024

Sedgwick County, Kansas (hereinafter referred to as “county”) is seeking a firm or firms to provide Adult Residential and Work Release Food Services. If your firm is interested in submitting a response, please do so in accordance with the instructions contained within the attached Request for Proposal. Responses are due no later than 1:45 pm CDT, September 24, 2024.

All contact concerning this solicitation shall be made through the Purchasing Department. Proposers shall not contact county employees, department heads, using agencies, evaluation committee members or elected officials with questions or any other concerns about the solicitation. Questions, clarifications and concerns shall be submitted to the Purchasing Department in writing. Failure to comply with these guidelines may disqualify the Proposer’s response.

Sincerely,

**Jaimee Witmer
Purchasing Agent**

JW/ch

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I. About this Document

This document is a Request for Proposal. It differs from a Request for Bid or Quotation in that the county is seeking a solution, as described on the cover page and in the following Background Information section, not a bid or quotation meeting firm specifications for the lowest price. As such, the lowest price proposed will not guarantee an award recommendation. As defined in Charter Resolution No. 68, Competitive Sealed Proposals will be evaluated based upon criteria formulated around the most important features of the product(s) and/or service(s), of which quality, testing, references, service, availability or capability, may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards that measure how well a vendor's approach meets the desired requirements and needs of the county. Criteria that will be used and considered in evaluation for award are set forth in this document. The county will thoroughly review all proposals received. The county will also utilize its best judgment when determining whether to schedule a pre-proposal conference, before proposals are accepted, or meetings with vendors, after receipt of all proposals. A Purchase Order/Contract will be awarded to a qualified vendor submitting the best proposal. **Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service(s) and/or product(s) which best meets its required needs, quality levels and budget constraints.**

The nature of this work is for a public entity and will require the expenditure of public funds and/or use of public facilities, therefore the successful proposer will understand that portions (potentially all) of their proposal may become public record at any time after receipt of proposals. Proposal responses, purchase orders and final contracts are subject to public disclosure after award. All confidential or proprietary information should be clearly denoted in proposal responses and responders should understand this information will be considered prior to release, however no guarantee is made that information will be withheld from public view.

II. Background

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas' 105 counties with a population estimated at more than 514,000 persons. It is the sixteenth largest in area, with 1,008 square miles, and reportedly has the second highest per capita wealth among Kansas' counties. Organizationally, the county is a Commission/Manager entity, employs nearly 2,500 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

The Department of Corrections desires Food Services for Adult Residential (ARES) and Work Release (WR). ARES/WR would require different options for clients to include: diabetic, heart healthy, high fiber, vegetarian, bland, soy free, food sensitivity, gluten free, lactose free, religious, full liquid, clear liquid, egg free, peanut free, mechanical soft, renal protein restriction, renal dialysis high protein, and high fiber, etc. Food sensitivity would include all items that a client may need omitted from their meal (IE: food sensitivity to carrots, onions, tomatoes, paprika, etc.) whereas an allergy would one of the above listed diets (IE: peanut allergy, egg allergy, soy allergy, etc.) Currently, ARES/WR receives a drink mix/juice with meal rather than milk and we are interested in options.

ARES/WR is requesting that cost of meals include delivery costs associated with delivering their meals, drinks, and snacks to their facility located at 623 E. Elm, Wichita, KS 67214.

- The number of required meals for ARES/WR annually is approximately 107,000 (based on daily meals consisting of: 66 breakfasts, 114 lunches, and 112 dinners).

III. Project Objectives

Sedgwick County, Kansas (hereinafter referred to as "county") is seeking a firm or firms to provide Adult Residential and Work Release Food Services. The following objectives have been identified for this contract:

1. Acquire Adult Residential and Work Release Food Services meeting the parameters, conditions, and mandatory requirements presented in the document.
2. Establish contract pricing with the vendor that has the best-proven "track-record" in performance, service, and customer satisfaction.
3. Acquire Adult Residential and Work Release Food Services with the most advantageous overall cost to the county.

IV. Submittals

Carefully review this Request for Proposal. It provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate with an electronic response, the RFP number must be entered in the subject line and email the entire document with supplementary materials to:

Purchasing@sedgwick.gov

Should you elect to participate with a physical response, the response must be sealed and marked on the lower left-hand corner with the firm name and address, bid number, and bid due date. Submit one (1) original **AND** one (1) electronic copy (.PDF/Word supplied on a flash drive) of the entire document with any supplementary materials to:

Jaimee Witmer
Sedgwick County Purchasing Department
100 N. Broadway, Suite 610
Wichita, KS 67202

SUBMITTALS are due **NO LATER THAN 1:45 pm CDT, TUESDAY, September 24, 2024.** If there is any difficulty submitting a response electronically, please contact the Purchasing Technicians at purchasing@sedgwick.gov for assistance. Late or incomplete responses will not be accepted and will not receive consideration for final award. If you choose to send a hard copy of your proposal, Sedgwick County will not accept submissions that arrive late due to the fault of the U.S. Postal Service, United Parcel Service, DHL, FedEx, or any other delivery/courier service.

Proposal responses will be acknowledged and read into record at Bid Opening, **which will occur at 2:15 pm CDT on the due date.** No information other than the respondent's name will be disclosed at Bid Opening. We will continue to have Bid Openings for the items listed currently. If you would like to listen in as these proposals are read into the record, **please dial our Meet Me line @ (316) 660-7271 at 2:15 pm.**

V. Scope of Work

Sedgwick County is soliciting a competitive Request for Proposal (RFP) to retain the professional services of a contractor to provide food services for ARES/WR to the client population working out of an established kitchen with all appliances and food storage areas intact. The services shall follow all requirements for licensed secure detention and residential facilities. The project will include full meals of breakfast, lunch, and dinner, 7 days a week, 365 days a year. The goals and objectives of the contract resulting from this RFP are:

- To provide quality meal service to detained individuals.
- To ensure healthy quality foods for residents.
- To be responsible for all costs associated with supplies, food items, and products needed to deliver food (containers, cups, utensils, cleaning supplies, etc.).
- To treat clients with respect and dignity in all interactions and encounters.
- To establish reports and other mechanisms to ensure accountability to Sedgwick County for services and staffing provided.
- To maintain documentation of services provided that is accurate, complete, thorough, and comprehensive.
- To audit services and staffing through a system of quality improvement.
- To maintain staffing levels that allow for preparation and meal service.
- To focus on client satisfaction with the "client" including the client population and Sedgwick County.
- To ensure communication is open and forthright regarding all issues relative to the contract and Sedgwick County.

- To work both cooperatively and collaboratively with Sedgwick County toward the common goal of quality food service delivery.
- A. **Nutrition for ARES/WR** - Vendor will provide three (3) meals daily to this location, with an average daily meal count of 292. Meals will be served every day of each year. This number includes approximately 114 sack lunches that are to be provided for the lunch meal time.
1. Nutritional Guidelines
 - a. Not less than 2,800 combined daily calories as averaged during a one (1) week period from Breakfast Sunday to Dinner Saturday.
 - b. As guided by the USDA, each meal must contain approximately 50% of calories from carbohydrates, 30% from fat, and 20% from protein. Percentage can vary up to five (5) percent.
 - c. Utilize all food groups daily.
 - d. No less than six (6) ounces of protein per day. Six (6) ounce weight shall be achieved in cooked state, in a strained spoon and prior to any breading process. Bone-in products are not acceptable.
 - e. The above protein requirement will be presented as part of the menu approval process with the county.
 - f. A drink that does not consist of water or any product that contains solely red dye for color.
 - g. Fresh whole fruits including those that have been peeled and cut are not allowed.
 - h. No pork products.
 2. Quality Guidelines
 - a. Each meal shall utilize complimentary seasoning in the preparation process.
 - b. Breakfast and dinner meals must contain at a minimum a single heated item. If there is only one (1) heated item during a specified meal period, that item must be the main course.
 - c. Lunch is the preferred cold meal, but the county is open to options from vendors.
 - d. Vendor will provide seasoning in individual packets; including salt, pepper, sugar, etc.
 - e. Each meal upon serving shall contain appropriate condiments packets; including ketchup, mustard, mayonnaise, etc.
 - f. All raw foods shall meet the following USDA standards. If the specific standard is not available, the next highest shall be utilized:
 - i. Beef, Poultry, and Seafood – Inspected
 - ii. Veal and Lamb – Choice
 - iii. Milk, Eggs, and Cheese – Grade A
 - iv. Fresh Vegetables – No. 1
 - v. Canned Fruits – Choice
 - vi. Canned Vegetables – Extra Standards or Comparable
 - vii. Frozen Vegetables – Extra Standards or Comparable
 - viii. Imitation Cheese – No. 3
 - g. No use of products in excess of their freshness pull date.
 - h. Vendor shall rotate protein choice, not utilizing the same protein twice in a six (6) meal period.
 3. Sack lunch meals shall contain an equal number of servings of individual juice/milk cartons\ or communal beverage containers and cups, according to the specifications as found below in section [B. Preparation for ARES/WR.](#)

4. Vendor shall be responsible for providing any, all, or like of the following items on an ad hoc and independent billing basis: condiments, fresh fruit, saltine crackers, individual milk cartons, and table service. No details of historical usage will be provided. Vendor shall be able to provide these items within three (3) business days of request and at a cost plus percentage as indicated in this solicitation response.
5. Vendor shall be responsible for providing a higher quality single meal to celebrate Thanksgiving and Christmas of each year. Vendor shall choose the specific meal for each holiday. Vendor shall be responsible for providing other meals for religious holidays if approved by the building administrator (ex: Passover, Eid al-Fitr, etc.).
6. Vendor shall be responsible for providing special diet meals upon receipt of request from county staff. The following list of special diets shall be offered. Any questions regarding the content of a specific diet should be directed toward a registered dietician. Please reference [Appendix A](#).

Clear Liquid	Food Sensitivity	Low Fiber, Residue	Religious Diets (to include Kosher)
Corn Allergy	Full Liquid	Malabsorption	Renal
Dental/Mechanical	Heart Healthy	Peanut/BHT and BHA Allergy	Soy Allergy
Diabetic Calorie Control	High Fiber	Pregnancy	Suicide Watch (Styrofoam Tray Only)
Dysphagia	Long Term Full Liquid/ Straw for Broken Jaw	Protein Energy Malnutrition	Tyramine and Dopamine (MAO) Restricted
Egg Allergy	Low (No) Salt Added	Pureed	Wheat Allergy (Gluten Free)
Fluid Milk Free	Indigestion/Ulcer/ Esophagitis	Nutritional Support	Any Food Allergy Not Listed
Hypoglycemic	Low Fat	Purine Restricted (Gout)	

7. The nutritional content of sack lunch meals may vary from the plated meal standards; however, the menu must have a rotation that does not offer an identical main course within any four (4) day period.
8. Mandatory Specifications for Religious (Kosher/Halal) Meals:
 1. Religious meals will meet the same daily calorie count as the regular tray.
 2. Religious meals will be prepared and served to common Kosher/Halal standards.
 3. Religious meals will be accomplished by use of one of the following methods:
 - i. Common Fare
 - ii. Pre-packaged, sealed meals
 - iii. Preparation on location in kitchen using a separate area, cooking equipment, utensils, and trays. **This area and equipment will be used strictly for the preparation of only religious meals. (See Appendix A)**
9. The vendor shall ensure that dietary allowances are reviewed at least annually by a qualified nutritionist, dietician or physician, to ensure they meet the nationally recommended allowances for basic nutrition for the types of residents housed in the facility. Documentation of each review by a nutritionist, dietician or physician shall be provided to Sedgwick County Department of Corrections.

B. Preparation for ARES/WR

1. Meals for this facility will be ordered by county staff according to the following schedule:
 - a. Breakfast, Lunch, Dinner: All daily meals are currently ordered the same day at 4:00 AM but that schedule can be arranged with awarded vendor.
2. The lunchtime meal is to be provided as sack lunches, with the exception of special diet meals.
3. Meals are to be plated individually.
4. Sporks, Styrofoam cups and napkins are to be provided by the case and will be ordered by onsite staff as needed.
5. Meals in this facility are to be delivered on the following schedule:
 - a. Breakfast: 5:00 AM
 - b. Lunch: 11:00 AM, special diet meals only (Sack lunches should be delivered at breakfast on the same day, or the night before with dinners for next day lunch)
 - c. Dinner: 5:00 PM

All out of facility meal delivery/pick up times listed shall be made within 10 minutes of the stated time.

1. Meal contents shall reach USDA recommended temperatures for the recommended time period prior to serving.
2. Meal plating shall not commence prior to 15 minutes of scheduled delivery time.
3. 15 minutes of scheduled delivery time.
4. Tray preparation shall be visually appealing, both in content and organization. Each food item shall be in separate compartments with no spillage, inside or out. A moisture barrier shall be placed between bread, cakes and liquids on the tray. All portion sizes must be consistent.
5. All trays used in the plating of meals must be clear of leftover food or other unidentifiable particles.
6. All special diet meals must be clearly marked as such with documentation as indicated in solicitation response.
7. A single tray from each meal shall be kept frozen for a period of five (5) days subsequent to meal preparation.
8. Vendor shall use serving utensils that clearly identify the actual size in the same form of measurement as identified on the daily menu for each particular dish and meal.

C. Staffing

1. Vendor shall be responsible for providing staffing as indicated and agreed upon in this solicitation process.
2. Vendor shall be responsible for providing an on staff or consultative nutritionist or dietician to provide oversight and approval as to the nutritional guidelines of both traditional and special diet meals for all menus. Individual chosen shall be registered with the American Dietetic Association. This person(s) must be available to return phone calls and e-mails within 24 hours during regular business hours.
3. Vendor shall be responsible for identifying a local management staff person that will be available during the business day and maintains authority to make decisions without delay. 24 hour response time is required.
4. All staff shall possess Food Handler Certification through the City of Wichita, Office of Environmental Health prior to conducting service under this contract.
5. All staff shall utilize a hair restraint at all times when in the kitchen facility.
6. All staff shall utilize gloves at all times when handling, preparing, or plating food.
7. All staff shall consume personal food items in designated area(s), this to include drink products.
8. All staff utilizing onsite parking shall do so in authorized location only.
9. Staff shall not maintain on their person at any time during service of this contract any contraband.

10. Staff shall not pass through any meal any contraband as defined by the Department of Corrections.
11. All staff shall wear company ID badge for identification purposes.

D. Reporting

1. Vendor shall be responsible for providing a six (6) week menu for approval four (4) weeks in advance of menu implementation. This menu shall outline the content and recipe as well as how each meal meets the nutritional guidelines for this RFP. This menu shall outline both plated and sack lunch meals. Vendor shall be responsible for providing a request to change the menu no later than 48 business hours prior to the requested change.
2. Vendor shall be responsible for retaining each daily, weekly, or rotational menu on file and available for inspection by federal, state, and local authorities and accrediting agencies for a period of at least one (1) year after approval.
3. Vendor shall provide, at the request of the county, verification of actual food cost for items being purchased.
4. Vendor shall be responsible for maintaining temperature log for food being transported.
5. Vendor shall provide an electronic weekly invoice providing the total number of meals provided for each facility for each week of the subsequent one (1) week period.
6. Vendor shall electronically submit a weekly invoice outlining the number of meals and cost as indicated.

E. Miscellaneous

1. Vendor shall maintain responsibility for preparation of food as indicated in this solicitation in the event of a natural or other disaster that results in an inability to prepare food. Vendor shall be responsible for notifying county of any changes to the Recovery Plan as submitted and agreed upon during this solicitation process.
2. Vendor shall be responsible for maintaining all licenses, permits, bonds, and insurance required for carrying out the work to be performed under this solicitation and subsequent contract. The vendor is responsible for providing proof of all applicable insurance, permits, bonds a copy each calendar year.
3. Vendor shall be responsible for making available for inspection all food preparation and storage areas by appropriate authorities and by accreditation auditors.
4. Vendor shall ensure that all utensils, ad hoc items, condiments, etc. that is ordered shall be received within 72 hours.
5. Vendor shall ensure that the kitchen facility is maintained in a clean, safe and healthy manner and is suitable for satisfactory evaluation by the City of Wichita, Office of Environmental Health at any time.
6. Cleared trays and containers will be received by the vendor upon delivery of next meal.
7. Vendor shall be responsible for the cost of all cleaning supplies.

8. If a current contracted vendor maintains and/or prepares food in a Sedgwick County owned facility, the following shall be followed:
 - a. Complete weekly inspections of all food service areas and equipment.
 - b. Ensure sanitary, temperature controlled storage for all foods.
 - c. Complete daily checks of refrigerators and water temperatures.
 - d. Document any deficiencies noted.
 - e. Carryout a corrective action process to remedy deficiencies.
 - f. Provide weekly inspection forms and reports to SCDOC as well as documentation of corrective action.

VI. Sedgwick County's Responsibilities

- Provide information, as legally allowed, in possession of the county, which relates to the county's requirements or which is relevant to this project.
- Designate a person to act as the County Contract Manager with respect to the work to be performed under this contract.
- County reserves the right to make inspections at various points of the project. Contractor agrees to openly participate in said inspections and provide information to the county on the progress, expected completion date and any unforeseen or unexpected complications in the project.

VII. Proposal Terms

A. Questions and Contact Information

Any questions regarding this document must be submitted via email Jaimee Witmer at Jaimee.Witmer@Sedgwick.gov by 5:00 pm CDT, September 10, 2024. Any questions of a substantive nature will be answered in written form as an addendum and posted on the purchasing website at <https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/> under the Documents column associated with this RFP number by 5:00 pm CDT, September 17, 2024. Firms are responsible for checking the website and acknowledging any addenda on their proposal response form.

B. Minimum Firm Qualifications

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the service(s) and/or product(s) specified in this Request for Proposal. Firms must meet or exceed these qualifications to be considered for award. Any exceptions to the requirements listed should be clearly detailed in proposer's response.

Proposers shall:

1. Have a minimum of three (3) years' experience in providing services similar to those specified in this RFP.
2. Have an understanding of industry standards and best practices.
3. Have experience in managing projects of comparable size and complexity to that being proposed.
4. Have knowledge of and comply with all currently applicable, and as they become enacted during the contract term, federal, state and local laws, statutes, ordinances, rules and regulations. All laws of the State of Kansas, whether substantive or procedural, shall apply to the contract, and all statutory, charter, and ordinance provisions that are applicable to public contracts in the county shall be followed with respect to the contract.
5. Municipal and county government experience is desired, however, the county will make the final determination based on responses received and the evaluation process.
6. Have the capacity to acquire all bonds, escrows or insurances as outlined in the terms of this RFP.
7. Provide project supervision (as required) and quality control procedures.
8. Have appropriate material, equipment and labor to perform specified services.
9. Park only in designated areas and display parking permit (if provided).
10. Wear company uniform or ID badge for identification purposes.

C. [Evaluation Criteria](#)

The selection process will be based on the responses to this RFP. County staff will judge each response as determined by the scoring criteria below. Purchasing staff are not a part of the evaluation committee.

Component	Points
a. Demonstrate clearly and completely the organization’s ability and capacity to meet the Scope of Work as set forth in the Request for Proposal	25
b. Experience and knowledge providing food services	25
c. The ability to provide the corporate staffing and organizational structure required to support the contract.	10
d. Operated under the same establishment name for the past three (3) years and exhibit financial stability	10
e. Quality of services	10
f. Cost	20
Total Points	100

Assume the following cost proposals (**examples only**)

- A. \$50,000.00
- B. \$38,000.00
- C. \$49,000.00

Company B with a total price of \$38,000.00 is the low offer. Take the low offer and divide each of the other offers into the low offer to calculate a percentage. This percentage is then multiplied by the number of points available for the cost. In this case, 10 points are allocated to cost.

- A. \$38,000.00 divided by \$50,000.00 =.76 .76*10 7.6 points
- B. \$38,000.00 divided by \$38,000.00 =1.00 1.00*10 10 points
- C. \$38,000.00 divided by \$49,000.00= .77 .77*10 7.7 points

Any final negotiations for services, terms and conditions will be based, in part, on the firm’s method of providing the service and the fee schedule achieved through discussions and agreement with the county’s review committee. The county is under no obligation to accept the lowest priced proposal and reserves the right to further negotiate services and costs that are proposed. The county also reserves the sole right to recommend for award the proposal and plan that it deems to be in its best interest.

The county reserves the right to reject all proposals. All proposals, including supporting documentation shall become the property of Sedgwick County. All costs incurred in the preparation of this proposal shall be the responsibility of the firm making the proposals. Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service which best meets its required needs, quality levels and budget constraints.

D. [Request for Proposal Timeline](#)

The following dates are provided for information purposes and are subject to change without notice. Contact the Purchasing Department at (316) 660-7255 to confirm any and all dates.

Distribution of Request for Proposal to interested parties	August 27, 2024
Questions and clarifications submitted via email by 5:00 pm CDT	September 10, 2024
Addendum Issued by 5:00 pm CDT	September 17, 2024
Proposal due before 1:45 pm CDT	September 24, 2024
Evaluation Period	September 25, 2024 – October 29, 2024
Board of Bids and Contracts Recommendation	October 31, 2024
Board of County Commission Award	November 6, 2024

E. [Contract Period and Payment Terms](#)

A contractual period will begin following Board of County Commissioners (BoCC) approval of the successful firm(s) and continue for a period of three (3) years with two (2) one (1) year options to renew if agreed upon by both parties.

County may cancel its obligations herein upon 30 prior written notice to the other party. It is understood that funding may cease or be reduced at any time, and in the event that adequate funds are not available to meet the obligations hereunder, either party reserves the right to terminate this agreement upon thirty (30) days prior written notice to the other. Payment will be remitted following receipt of monthly detailed invoice.

Payment and Invoice Provisions

<https://www.sedgwickcounty.org/media/55477/payment-and-invoice-provisions.pdf>

F. [Insurance Requirements](#)

Liability insurance coverage indicated below must be considered as primary and not as excess insurance. If required, contractor’s professional liability/errors and omissions insurance shall (i) have a policy retroactive date prior to the date any professional services are provided for this project, and (ii) be maintained for a minimum of three (3) years past completion of the project. Contractor shall furnish a certificate evidencing such coverage, with county listed as an additional insured including both ongoing and completed operations, except for professional liability, workers’ compensation and employer’s liability. **Certificate shall be provided prior to award of contract.** Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after county receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A-VIII and licensed to do business in the State of Kansas (**must be acknowledged on the bid/proposal response form**).

NOTE: If any insurance is subject to a deductible or self-insured retention, written disclosure must be included in your proposal response and also be noted on the certificate of insurance.

It is the responsibility of contractor to require that any and all approved subcontractors meet the minimum insurance requirements.

Workers’ Compensation:	
Applicable coverage per State Statutes	
Employer’s Liability Insurance:	\$500,000.00
Commercial General Liability Insurance (on form CG 00 01 04 13 or its equivalent):	
Each Occurrence	\$1,000,000.00
General Aggregate, per project	\$2,000,000.00
Personal Injury	\$1,000,000.00
Products and Completed Operations Aggregate	\$2,000,000.00
Automobile Liability:	
Combined single limit	\$500,000.00
Umbrella Liability:	
Following form for both the general liability and automobile	
<input checked="" type="checkbox"/> Required / <input type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Professional Liability/ Errors & Omissions Insurance:	
<input type="checkbox"/> Required / <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Pollution Liability Insurance:	
<input type="checkbox"/> Required / <input checked="" type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00

Cyber/Network Security and Privacy Liability Insurance:	
Single limit to cover civil, regulatory and statutory damages, contractual damage, as well as data breach management exposure, and any loss of income or extra expense incurred by Sedgwick County, as a result of actual or alleged breach, violation or infringement of right to privacy, consumer data protection law, confidentiality or other legal protection for personal information.	\$1,000,000.00
Commercial Crime coverage:	
Single limit to cover a loss arising out of or in connection with any fraudulent or dishonest act committed by employees of the Vendor. Commercial Crime Coverage shall include third party liability coverage.	\$1,000,000.00

Special Risks or Circumstances:

Entity reserves the right to modify, by written contract, these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

IF CONTRACTOR IS PROVIDING CONSTRUCTION SERVICES:

In addition to the above coverages, contractor shall also provide the following:

Builder’s Risk Insurance:	In the amount of the initial Contract Sum, plus the value of subsequent modifications and cost of materials supplied and installed by others, comprising the total value for the entire Project on a replacement cost basis without optional deductibles. Entity, contractor, and all Subcontractors shall be included as named insured’s.
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G. Indemnification

To the fullest extent of the law, the provider, its subcontractor, agents, servants, officers or employees shall indemnify and hold harmless Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the provider’s performance of the agreement or any other agreements of the provider entered into by reason thereof. The provider shall indemnify and defend Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the provider, its subcontractor, agents, servants, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damage awards, costs and reasonable attorney’s fees. This indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The provider agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

H. Confidential Matters and Data Ownership

The successful proposer agrees all data, records and information, which the proposer, its agents and employees, which is the subject of this proposal, obtain access, remains at all times exclusively the property of Sedgwick County. The successful proposer agrees all such data, records, plans and information constitutes at all times proprietary information of Sedgwick County. The successful proposer agrees that it will not disclose, provide, or make available any of such proprietary information in any form to any person or entity. In addition, the successful proposer agrees it will not use any names or addresses contained in such data, records, plans and information for the purpose of selling or offering for sale any property or service to any person or entity who resides at any address in such data. In addition, the successful proposer agrees it will not sell, give or otherwise make available to any person or entity any names or addresses contained in or derived from such data, records and information for the purpose of allowing such person to sell or offer for sale any property or service to any person or entity named in such data. Successful proposer agrees it will take all reasonable steps and the same protective precautions to protect Sedgwick County's proprietary information from disclosure to third parties as with successful proposer's own proprietary and confidential information. Proposer agrees that all data, regardless of form that is generated as a result of this Request for Proposal is the property of Sedgwick County.

I. Proposal Conditions

<https://www.sedgwickcounty.org/media/31338/proposal-terms-conditions.pdf>

General Contract Provisions

<https://www.sedgwickcounty.org/media/31337/general-contractual-provisions.pdf>

Mandatory Contract Provisions

<https://www.sedgwickcounty.org/media/31336/mandatory-contractual-provisions.pdf>

Independent Contractor

<https://www.sedgwickcounty.org/media/54780/independent-contractor-addendum.pdf>

Sample Contract

<https://www.sedgwickcounty.org/media/39236/sample-contract.pdf>

Federal Certifications Addendum Sedgwick County

<https://www.sedgwickcounty.org/media/59719/federal-certifications-addendum-updated-for-changes-to-ug-11-12-2020-no-signature-line.pdf>

Suspension and Debarment

<https://www.sedgwickcounty.org/finance/purchasing/suspension-and-debarment/>

VIII. Required Response Content

All proposal submissions shall include the following:

1. Firm profile: the name of the firm, address, telephone number(s), contact person, year the firm was established, and the names of the principals of the firm.
2. The firm's relevant experience, notably experience working with government agencies.
3. At minimum, three (3) professional references, besides Sedgwick County, with email addresses, telephone numbers, and contact persons where work has been completed within the last three (3) years.
4. A disclosure of any personal or financial interest in any properties in the project area, or any real or potential conflicts of interest with members of the Sedgwick County Board of County Commissioners or county staff.
5. A description of the type of assistance that will be sought from county staff, including assistance required from the county to lessen the costs of this project.
6. Proof of insurance meeting minimum insurance requirements as designated herein.
7. Those responses that do not include all required forms/items may be deemed non-responsive.

IX. Response Form

**REQUEST FOR PROPOSAL
RFP #24-0002**

ADULT RESIDENTIAL AND WORK RELEASE FOOD SERVICES

The undersigned, on behalf of the proposer, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a proposal on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the proposer is entered; (4) they have read the complete Request for Proposal and understands all provisions; (5) if accepted by the county, this proposal is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted proposal will be their responsibility.

NAME _____

DBA/SAME _____

CONTACT _____

ADDRESS _____ **CITY/STATE** _____ **ZIP** _____

PHONE _____ **FAX** _____ **HOURS** _____

STATE OF INCORPORATION or ORGANIZATION _____

COMPANY WEBSITE ADDRESS _____ **EMAIL** _____

NUMBER OF LOCATIONS _____ **NUMBER OF PERSONS EMPLOYED** _____

TYPE OF ORGANIZATION: Public Corporation _____ Private Corporation _____ Sole Proprietorship _____

Partnership _____ Other (Describe): _____

BUSINESS MODEL: Small Business _____ Manufacturer _____ Distributor _____ Retail _____

Dealer _____ Other (Describe): _____

Not a Minority-Owned Business: _____ **Minority-Owned Business:** _____ (Specify Below)

_____ African American (05) _____ Asian Pacific (10) _____ Subcontinent Asian (15) _____ Hispanic (20)

_____ Native American (25) _____ Other (30) - Please specify _____

Not a Woman-Owned Business: _____ **Woman-Owned Business:** _____ (Specify Below) _____ Not Minority -Woman

Owned (50) _____ African American-Woman Owned (55) _____ Asian Pacific-Woman Owned (60) _____ Subcontinent Asian-

Woman Owned (65) _____ Hispanic Woman Owned (70) _____ Native American-Woman Owned (75) _____ Other – Woman

Owned (80) – Please specify _____

ARE YOU REGISTERED TO DO BUSINESS IN THE STATE OF KS: _____ Yes _____ No

UEI (UNIQUE ENTITY IDENTIFIER) NO. _____

INSURANCE REGISTERED IN THE STATE OF KS WITH MINIMUM BEST RATING OF A-VIII: _____ Yes
_____ No

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFB/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to www.sedgwickcounty.org/finance/purchasing.asp .

NO. _____, DATED _____; NO. _____, DATED _____; NO. _____, DATED _____

In submitting a proposal, vendor acknowledges all requirements, terms, conditions, and sections of this document. Proposal submission format should be by order in which sections are listed throughout the document. All minimum and general requirements should be specifically addressed and detailed in proposer's response. **Exceptions to any part of this document should be clearly delineated and detailed.**

Signature _____ Title _____

Print Name _____ Dated _____

REQUEST FOR PROPOSAL
RFP #24-0002

Consistent with the guidance provided in Section 1 of this Request for Proposal, Sedgwick County is subject to the Kansas Open Records Act (K.S.A. 45-215 *et seq.*). As such, portions, and potentially all, of your proposal may become accessible to the public through records requests even if it is not awarded the contract.

If you are claiming some of the submitted documentation should not be disclosed, indicate the associated information and the basis for such claims of privilege in the spaces below. In the event records requests are submitted for information identified as privileged, proprietary or confidential, Sedgwick County may attempt to coordinate a response and would expect for you to be available to defend your claims in court. Failure to provide information in the spaces below shall constitute a waiver of any claims of violation of privileged, proprietary or confidential information resulting from the production of these records, regardless of other language or claims within your Response.

PRIVILEGE LOG		
Page and/or Section of Information Not Subject to Disclosure	Description of Information that You Claim are Privileged or Confidential. Do not include specific details, but rather categories or general descriptions of the information in question.	Basis for the Claim of Privilege. Please include the Applicable Federal or State Law Cite and Rationale

X. [Pricing](#)

**REQUEST FOR PROPOSAL
RFP #24-0002
ADULT RESIDENTIAL AND WORK RELEASE FOOD SERVICES**

Required Meal Preparation	
Price Per ARES/WR Meal Including Drink and Delivery Fee to 623 E. Elm, Wichita, KS 67214	\$
Other	\$

Special Diets

DIET FOR THE MANAGEMENT OF INDIGESTION, PEPTIC ULCER DISEASE OR ESOPHAGITIS

USE: In the past, the traditional bland diet has been used to treat disorders associated with excess stomach acid secretion. However, current medical practice now states something different. According to Dr. Isadore Rosenfeld, M.D., "Diet has nothing to do with causing ulcers. If you harbor *H. Pylori*, a bland diet won't protect you. All you need to avoid - and only when the ulcer is "hot" - are tobacco, alcohol, caffeine and aspirin-like drugs. Conventional drug therapy heals - but doesn't cure - an ulcer. It is likely to recur unless *H. Pylori* is eradicated."

RESTRICTIONS/MODIFICATIONS:

The general recommendations for management of indigestion, peptic ulcer disease or esophagitis are:

1. Provide three well-balanced meals per day. Eat small meals to prevent stomach distention. Eat meals in a relaxed atmosphere, if possible.
2. Avoid providing bedtime snack that stimulates acid production at night.
3. Eliminate alcohol, caffeine-containing beverages (coffee, tea, cocoa, colas, and some other carbonated beverages), decaffeinated coffee, cigarette smoking, aspirin, ibuprofen and other drugs to treat arthritis.
4. Avoid spices that cause discomfort. If spices are used in standard amounts, tolerance should be acceptable.
5. Reduce the fat in the diet.
6. Try over-the-counter antacids 1 and 3 hours after meals and before bedtime.
7. Regular exercise in the form of walking for 20 to 30 minutes at a fast pace each day. This will stimulate the digestive process.

Inmates should choose whether or not to eat items such as salsa, and to avoid coffee or caffeine containing soft drinks. Eliminating these foods will not significantly impact the overall nutritional value of the menu. Smoking should be eliminated due to the stimulation of the gastric fluids. But it is the personal responsibility of the inmate, not something that is dictated by the doctor, to end personal habits causing stomach irritation. Stress of a correctional environment can lead to flare-ups of this problem. Time and change of life style habits may decrease discomfort.

PHYSICIAN'S ORDER:

The diet plan "Heart Healthy" may be ordered. It was not developed for use as a "detox" plan but tends itself to this type of physical condition. The plan calls for bland, low fat foods high in starches and complex carbohydrates with no added salt. After 30 days, inmates placed on this diet should be re-evaluated. They may be "stable" enough to be progressed to a regular diet.

FOOD SENSITIVITY

Unfortunately, the current requirement for booking a person in some facilities is to ask the inmate/detainee what he/she is "allergic" to. Experience proves those repeat offenders knowing the system for ordering medical diets will more than likely have "allergy diets" for all foods he/she does not - This situation dilutes the efforts to identify the true allergies to food products. The diet order, when written from this information, becomes a legal order for the food service to fill. All too often, no medical basis is established for a diet order. IT IS THE RECOMMENDATION OF THIS FOOD SERVICE MANAGEMENT COMPANY that the inmate/detainee be required to give the name of a civilian physician who can furnish legal documentation for all "food allergies" claimed by the offender.

Caution must be practiced with writing food sensitivity diet orders. A correct diet order can only be written after documentation is placed in the medical chart. The documentation required is a first person notation from the attending physician observing the reaction symptoms or lab results ("Medically Indicated" treatment). Adverse responses to food may be either a food allergy or a food intolerance. It is important for the medical staff to know the difference between the two terms in order to write a correct diet order.

A. FOOD INTOLERANCE

An individual having an abnormal response to foods that normally are tolerated by most people DOES NOT necessarily mean he/she is allergic to the food. Food allergy is many times confused with food Intolerance. Responses to pharmacological agents in foods and lactose deficiency are food intolerances frequently confused with food allergy. Food intolerance may be caused by chemical idiosyncrasies, contamination, gastrointestinal disorders, enzyme deficiencies or psychological factors. Food Intolerances can produce abdominal pain, diarrhea, asthma, urticaria and headaches and often mimic symptoms of food allergy.

A common food intolerance is to lactose milk sugar. Lactose intolerance may be easily confused with cow's milk protein allergy. Common in Blacks, Asians and Middle Eastern populations, lactose intolerance develops with increasing age. Symptoms of diarrhea and abdominal pain are common to both and resolve with elimination of milk from the diet. Lactose intolerance is caused by a deficiency of lactase in the small intestines. Persons with lactose intolerance may be able to tolerate small portions of milk and milk products such as cheese or yogurt. Lactose in milk with a meal, is better tolerated than alone. There do not appear to be any great nutritional consequences in healthy lactose-intolerant adults. Yogurt is tolerated by some patients because the lactose in yogurt may be degraded by the culture so it is lower in lactose content.

A side effect of alcoholic abuse is lactose intolerance. Alcohol damages the linings of the small intestine where the lactase enzyme is produced. Thus, milk sugars can no longer be broken down and used by the body. The problem can be corrected if alcohol abuse is stopped and the linings of the intestine have a chance to heal.

Other food intolerances thought to affect a SMALL portion of the population include: Histamine (fermented foods); tyramine (cheddar cheese, brewer's yeast); phenylethylamine (chocolate, aged cheese, red wine); monosodium glutamate, sodium nitrate (cooked pork products); and tartrazine (yellow food dye number 5); and reactions to toxins in foods (shellfish, mushrooms, tropical fish, aflatoxin). Enzyme deficiencies such as lactose deficiency (mentioned above) and maltose deficiency, as well as rare inborn errors of metabolism (i.e. phenylketonuria, galactosemia, etc.) can produce food intolerance as well.

A study conducted by the National Academy of Sciences concluded that nitrite levels in cured meat have not been linked to the development of human cancers and noted the beneficial antimicrobial activity of nitrite to inhibit spore-forming bacteria, particularly *C. Botulinum*. The human body generates much greater nitrite levels than are added to food. When water and foods such as carrots and green vegetables are consumed, we ingest nitrate, which our body converts to nitrite during digestion. More than 85 percent of average daily intake of nitrate (and thus nitrite) comes from these sources. Nitrite, the end product of a biological process, is instrumental in promoting blood clotting, healing wounds and burns and boosting immune function to kill tumor cells. Scientific studies have shown that during the healing process there is as much nitrite in a wound as in processed meats. Nitrite is the very ingredient that makes cured meats safe from the risk of botulism and ready-to-eat.

B. FOOD ALLERGY

Food Allergy is an immunologic reaction to food involving the immune system. The body's reaction to the food substance usually produces an anaphylactic response which can be mild or severe. Severe anaphylactic reactions can result in shock, respiratory failure or death. Allergic responses to food can appear in the skin, the gastrointestinal tract or the respiratory system and may include the following: anaphylaxis, abdominal pain, diarrhea, vomiting, angioedema, urticaria, rhinitis and asthma. A reaction is usually evident within minutes to hours after food is ingested and is associated with specific antibodies. This reaction is known as a reaginic reaction. Sometimes a non-reaginic reaction occurs. Non-reaginic reactions are often gastrointestinal and include vomiting, diarrhea, occult blood loss and protein-losing enteropathy. Symptoms are often evident from 4 to 24 hours after the ingestion of food but may appear after 2 to 72 hours. The non-reaginic reaction is also known as a delayed response. Gastroenteropathies such as gluten-sensitive enteropathy (CMSE) are non-reaginic reactions. These enteropathies should not be confused with lactose intolerance which is a food intolerance.

Although foods that cause severe allergic reaction with immediate onset of symptoms are usually readily identified, objective diagnosis of food allergy is required by a physician specializing in this area.

Psychological components or firmly held beliefs may strongly influence the clinical response demonstrated and it may be difficult to separate physiological from psychosomatic responses. Additionally, the effects of non-specific irritants such as tobacco smoke, stress, exercise and cold also appear to be additive and to enhance the clinical response to allergens.

The most common food allergies include those to milk (casein, whey, lactalbumin, lactose), eggs (albumin), wheat (gluten), soy (soy protein, textured vegetable protein), corn, chocolate, beef and pork.** Therefore, careful consideration should be made to food labels and food ingredients containing these substances. "Due to large variety of foods which one or more residents may be unable to tolerate providing therapeutically modified diets for all possible offending substances is not feasible." *

A Milk Free Diet may be ordered. If diets for other food sensitivities are indicated, the physician is requested to contact the Dietitian prior to initiating the order. These sensitivities should be verified by the resident's recent and past medical history, including lab tests available from medical records.

NOTE:

It is suggested to the medical staff that all unsubstantiated allergy diets are personal preference diets and therefore not part of the treatment regime. Consequently, in cases where an inmate's protein allergy (i.e. allergic to meats/meat alternates) is not documented by a medical test in the inmates chart, the meat/meat alternates will be replaced with either 1 oz. cheese per 1 oz. meat or 1 cup legumes (i.e. beans). Other undocumented allergies to fruits and vegetables will result in the item being omitted from the meal to the best of our ability and NOT replaced.

How To Recognize An Allergic Reaction

The most common type of food allergy is triggered anywhere from a few seconds to two hours after eating the offending food. Sometimes even smelling the food can set off an allergic reaction. Delayed reactions may appear anywhere from a few hours to 48 hours after eating the food. In general, the symptoms of a delayed allergic reaction are less severe and more difficult to diagnose.

Respiratory Symptoms:

Watery discharge from the nose (rhinitis), nasal congestion, sneezing, tearing eyes, breathing difficulty, and wheezing.

Skin Symptoms:

Hives, (urticaria), skin rash (eczema or dermatitis) and flushing of the skin.

Gastrointestinal Symptoms:

Nausea, vomiting, cramping, diarrhea.

Other Symptoms:

Swelling on the skin (especially around the mouth and inside the throat), headache, severe collapse of the respiratory system and blood vessels (anaphylactic shock).

How to Know If It Is a True Food Allergy

Determining whether a person is experiencing a true allergy, a "pseudo-allergy" or a food intolerance requires careful observation on the part of both the patient and the doctor.

Detection should begin with a complete physical, including a detailed diet history. A skin prick test or a RAST test (a test that combines a patient's blood with the possible allergen) can be helpful in detecting allergies, but neither should be used alone to make a definitive diagnosis.

Getting an accurate diagnosis is crucial. Some people may think they have a food allergy when they have Lyme disease, lupus, or a thyroid disorder. Symptoms like fatigue, tingling sensations or sleeping problems, often reported as signs of food allergies, are actually classical signs of depression. Misconceptions about food allergies are likely to be reinforced by clinical ecologists, who blame almost any unpleasant sensation on food allergies.

Individuals who have "detoxed" and need a recovery diet (50-55% carbohydrates, 30% fat, and 15% protein) will experience symptoms of food allergies or hypoglycemia. This situation may last for several months. It is the body's method of asking for more drug of choice to make it feel better.

These foods more frequently cause a range of allergies - anaphylaxis, hives and asthma:

- Shellfish (shrimp, crab and lobster)
- Nuts
- Peanuts (not a true nut) and peanut products
- Fruits (melons, strawberries, pineapple and other tropical fruits)
- Tomatoes
- Food additives including dyes, thickeners and preservative

Foods that more frequently cause malabsorption or other food intolerance syndromes include:

- Wheat and other gluten-containing grains (celiac disease)
- Cow's milk (milk/lactose intolerance and intolerance of dairy products)

Approximately 40% of Americans believe they have food allergies, while in reality, less than 1% have true allergies. Most of the others involve symptoms caused by food intolerances or other disorders. Children more often have food allergies that most will outgrow.

* United States Department of Justice, Law Enforcement Assistance Administration: Correctional Health Care Program. Diet Resource Manual. Michigan Department of Corrections Office of Health Care, Lansing, Michigan, 1979.

** For a complete list of food allergies/intolerances and foods to avoid, please refer to Krause and Mahan, Food Nutrition and Diet Therapy. 8th Edition.

SPECIFIC ALLERGY AND FOOD SENSITIVITY DIETS

EGG ALLERGY/SENSITIVITY

Avoid foods containing **egg**. These may include:

Breads - Any breads and rolls with glazed crust, sweet rolls, pancakes, waffles, doughnuts, French toast, etc.

Cookies and Cakes - Check labels of all commercial mixes and products

Desserts - Cream pies, custards, puddings, ice cream sherbets

Noodles - Egg noodles

Meats - Any meats containing eggs such as meat loaf, meatballs, breaded meats, or batter-dipped foods, many egg substitutes

Dressings - Salad dressing, tartar sauce, mayonnaise (unless egg free)

EGGS may be listed on a label as:

- Albumin
- Powdered Egg
- Egg White
- Dried Egg
- Egg White Solids
- Yolk

Foods likely to contain EGG (check the label)	Substitutes for EGGS:
Egg nog, root beer	
Many baked goods	Egg free baked goods and specialty items
Pancakes, waffles, French toast	
Egg noodles	Pasta, rice, potatoes
Eggs	
Most egg substitutes	Egg-free egg substitutes (check the label!!)
Many prepared meats (hot dogs, luncheon meats, imitation seafood)	Prepared meats and imitation seafood without egg products (check the label)
Many batter-dinned foods	
Noodle soups	Soups without egg products
Mayonnaise, hollandaise, tartar sauce, many salad dressings	Imitations mayonnaise, sauces and salad dressings prepared without egg products (check the label!!)
Custards, pudding boiled frostings, meringue	Cornstarch and tapioca puddings made without eggs
Macarons, marshmallow products	
Fondants and other candies	Baked goods prepared without eggs

WHEAT ALLERGY/SENSITIVITY

Avoid foods containing gluten. These *may* include:

Beverages - Flavored milk drinks (malted, chocolate, etc.), instant coffee (unless 100% coffee), coffee substitutes, instant breakfast

Bread - Commercial breads, including rye, soy, cracked wheat, graham, whole wheat, cornbread, pretzels, Melba toast, zwieback, flour tortillas, etc.

Cereals - All dry or cooked wheat cereals

Crackers and Cookies - All commercial products, pretzels, flavored potato chips

Desserts - Cakes, doughnuts, pastries, commercial ice cream, prepared cake and cookie mixes, commercial pie fillings, custards and puddings thickened with wheat flour.

Gravies, Sauces, and Cream Soups - Commercially prepared products are usually thickened with wheat flour

Macaroni, Noodles, Spaghetti, and Pastas - Avoid all, except specially made gluten-free products

Meats - Breaded or prepared with wheat flour, cold cuts such as hot dogs, sausage and bologna

Miscellaneous - Soy sauce

WHEAT may be listed on the label as:

- Wheat
- Wheat Flour
- Bran
- Graham Flour
- Modified Food Starch
- Semolina
- Flour
- Wheat Starch
- Buckwheat
- Durum Flour
- Vegetable Starches
- Hydrolyzed Vegetable Protein
- Wheat Bran
- Gluten
- Farina
- Vegetable Gums
- Malted Cereal
- Syrup

Substitutes for WHEAT:

- Breads and other wheat-free products
- Corn, corn tortillas
- Gravies and sauces thickened with cornstarch, etc.
- Wheat-free cereals
- Rice, corn, or oatmeal
- Meat products without potatoes
- Wheat added
- Sliced turkey
- Tuna

CORN ALLERGY/SENSITIVITY

Avoid foods containing **corn** (This includes corn syrup and corn starch)

Beverages - Coffee whitener, grape juice, instant tea, milk substitutes, carbonated beverages, instant breakfast

Breads - Cornbread, muffins or rolls, enchiladas, English Muffins, corn chips, tacos, corn tortillas, graham crackers, polenta

Cereals - Commercial hominy, many ready-to-eat cereals, such as corn flakes

Desserts - Cakes, candied fruits, canned or frozen fruit juice, cream pies, ice cream, pastries, pudding mixes, sherbet

Fats - Corn oil, corn oil margarine, gravies, salad dressings thickened with cornstarch, shortening (unless oil is specified)

Meats - Bacon, ham, some luncheon meats, sausage, imitation seafood, imitation cheese

Soups - All commercial soups, homemade soup thickened with cornstarch

Sweets - Candy, cane sugar, corn syrup, imitation maple syrup, jam, jelly, preserves

Vegetables - Harvard beets, corn, hominy, mixed vegetables, succotash

Miscellaneous - Baking powder, catsup, commercial mixed of all types, powdered sugar, distilled vinegar, MSG, peanut butter, popcorn

CORN may be listed on the label as:

- Corn
- Corn syrup
- Corn syrup solids
- Vegetable oil
- Cornstarch
- Corn oil
- High fructose corn syrup
- Cornmeal
- Corn sweeteners
- Maltodextrin

Substitutes for CORN:

- Other oils
- Wheat tortillas
- Peanut butter without sweeteners
- Fresh fruit or canned
- Pure fruit juice
- Processed meats without corn products
- Dressings made without corn oil
- Pure fruit spreads starch
- Breads, crackers, and cereals made without corn
- Foods without corn sweeteners
- Margarine not made with corn oil
- Flour or potato fruit packed in its own juice

SOY PROTEIN ALLERGY/SENSITIVITY

Soy allergy requires close monitoring due to the fact soybeans are so widely used in the food industry. Avoid foods containing soy and soy derivatives.

Soy maybe listed on the label as:

Soy	Vegetable starch
Soy flour	Vegetable gums
Soy protein	Soy bean oil*
Soy protein isolate	Vegetable shortening*
Hydrolyzed vegetable protein	Hydrogenated oils*

***Tolerated by most people with soy allergy. Caution is advised for those with a history of anaphylaxis**

Foods likely to contain SOY	Substitutes for SOY
Nondairy creamers	Milk
Many baked goods	Baked products without soy
Many baking mixes	
Many breakfast cereals	
Many crackers	
Imitation meats bacon and seafood	"Real" meat, bacon and seafood
Meat filler products	Foods prepared without fillers or soy
Tofu, Miso, Tempeh, soybean	
Canned spaghetti	
Packaged macaroni and cheese	
Breading mixes for poultry	
Tuna packed in oil*	Tuna packed in water
Peanut butter with added oil*	Peanut butter without added oils
Au Gratin potato mixes	Potatoes without soy products
Soy bean oil*	Soy-free oil, margarine and salad dressings
Soy Margarine*	
Spray brand Shortening*	
Many cakes, cookies and packaged frostings	Cakes, cookies and frostings prepared without soy products
Chocolate chips and bars	
Canned puddings	
Soy and teriyaki sauces	Some Worcestershire sauces
Many snack foods: pretzels, chips, etc.*	Snack foods prepared without soy oil.

***Tolerated by most people with soy allergy. Caution is advised for those with a history of anaphylaxis**

PEANUT ALLERGY/SENSITIVITY

Peanuts are one of the most allergenic foods, and peanut allergy is one of the most common food allergies. Peanuts are added to a large variety of processed foods. **Read the label.** Some individuals also must avoid other legume family members. (See soy allergy). Additionally, most experts recommend peanut-allergic patients avoid tree nuts as well.

Foods that may contain peanut or peanut oil:

Baked goods	Margarine
Baking mixes	Marzipan
Battered foods	Milk formula
Biscuits	Pastry
Breakfast cereals	Peanut butter
Candy	Satay sauce and dishes
Chili	Soups
Chinese dishes	Sweets
Cookies	Thai dishes
Cereal-based products	Vegetable fat
Egg rolls	Vegetable oil
Ice Cream	Artificial Nuts
Mandelonas peanuts soaked in almond oil)	

PEANUT product may be listed on the label as:

- Ground-nut
- Peanut flour
- Peanut butter
- Emulsifier (uncommon but possible)
- Flavoring
- Oriental sauce
- Hydrolyzed plant or vegetable powder (HPP or HVP or texturized vegetable protein TVP)

BHT AND BHA ALLERGY/SENSITIVITY

(Butylated Hydroxytoluene and Butylated Hydroxyanisole)

BHA and BHT are antioxidants used to inhibit fat oxidation. Therefore they are classed as additives. **Read the label.**

Avoid foods containing high amounts of fat:

Breads	High fat cinnamon rolls
Pastries	Pie crusts, dough nuts, etc.
Snacks	Nutmeats, Potato chips

Smaller quantities are used for stabilizing foods containing only 1% to 2%:

Dehydrated potatoes	Dried fruits
Chewing Gum	Some candies
Yeast	Cake mixes
Breakfast cereals	

PREGNANCY DIET

USE: The diet is designed to provide additional protein and nutrients needed to sustain pregnancy in the average, healthy woman. Calories are adequate to allow for a weight gain in the recommended 22-30 pound range.

ADEQUACY:

The diet food plan includes foods in the amounts to provide the quantities of nutrients (except iron and folacin) recommended by the NRC for the pregnant woman. Dietary supplements should provide only needed nutrients and should be taken only if prescribed by a physician.

DIET PRINCIPLES:

1. Weight gain during pregnancy should not be unduly restricted nor should weight reduction be attempted. The suggested weight gain for a normal pregnancy is 22-30 pounds. If excessive weight gain is a problem, the resident's food portion sizes and intake of "extra" foods will need to be evaluated.
2. The possible harmful effects of caffeine intake on a developing fetus are not yet fully understood. Avoidance or limited intake of caffeine by the pregnant woman is advised,
3. Due to possible harmful effects on the developing fetus, it is advisable to avoid drinking alcoholic beverages, using any type of drugs without the doctor's supervision and smoking cigarettes during pregnancy.
4. Women who are experiencing "morning sickness" or indigestion may find it helpful to eat "dry" meals, saving liquids for between meals; consume smaller, more frequent meals; and avoid spicy foods or foods high in fat content.
5. Women with diabetes require a special "Gestational Diabetic" meal plan. Refer to the Appendix's Diabetes section for samples.
6. Occasionally women cannot drink milk due to a physical problem or personal preference. When this occurs consult the Dietitian Immediately begin by omitting the milk on the pregnancy diet plan and replacing it with 1 ounce of meat AND a serving of bread OR starch OR fruit for each 1 cup of milk. Serve only hot cereal at breakfast so milk is not mandated for eating purposes.
7. Occasionally women are vegetarians. Contact the Dietitian for assistance. Determine if the woman is lacto (milk) ova (egg) vegetarian or what does she eat for protein? The manager should immediately start the appropriate vegetarian diet from the guidelines in this manual. However, **contacting a Dietitian is required to assure dietary compliance.**

PUREED DIET

USE:

The pureed diet is designed to provide food that are soft and smooth and can be swallowed with minimal or no chewing. Foods are blended or strained unless already in a smooth form such as mashed potatoes.

This diet may be used for inmates who have no teeth, following surgery of the mouth or are dysphagic for any reason (i.e. stroke, poor dentition, and head trauma).

NUTRITIONAL ADEQUACY:

This diet is nutritionally adequate. However, if the patient is in negative nutrition status. Multi-Vitamin, Vitamin C, Vitamin E and calcium supplementation is recommended.

PHYSICIAN'S ORDERING PROCEDURE:

This diet may be ordered by writing "Pureed Diet" in the comments section of the Diet Order Form. The cancellation date should be indicated at the top of the form. This is especially true if the diet is to be served for only a short period of time.

RESTRICTIONS/MODIFICATIONS:

This diet may be adjusted according to the other therapeutic diet orders (diabetic, etc.). Small amounts of additional liquids (gravies, broth, and milk) may be added to the pureed foods to achieve an appropriate consistency to make swallowing easier.

Food Group	Allowed	Avoid
Soups	Broth, bouillon, strained cream soup, soups with pureed vegetables	All others
Meat & Meat Alternatives	Strained or pureed meat, fish, poultry, soft-cooked egg, scrambled egg	All others
Milk & Milk Products	All milk and milk drinks, ice cream, yogurt without seeds, cottage cheese	None
Bread	Bread crumbs may be added to blended soup and vegetables	All other forms
Cereals	Cooked cereals without nuts or fruit	Dry cereals, cooked cereals with seeds/dried fruit
Potatoes or Substitute	Mashed or creamed potatoes: pureed rice or noodles in sauce or gravy	Crisp fried potatoes, potato chips
Dried Beans, Peas	Cooked beans or peas if pureed or mashed fine	All others
Nuts	None	All
Fruits & Vegetables	Vegetable juices, pureed vegetables without seeds, fruit juices and nectars, pureed fruit without seeds	All others
Fats & Oils	Butter, margarine, cream, oil gravies, whipped toppings	All others
Desserts	Plain custard or pudding, ice cream, sherbet, fruit ice, Popsicle, gelatin, cobblers and crisps pureed with milk	All others and anything made with nuts or whole fruit
Beverages	All beverages as tolerated	Any not tolerated
Misc.	Spices and condiments	Nuts, coconut, pickles, seeds, chips

TYRAMINE AND DOPAMINE RESTRICTED DIET (MAO DIET PLAN)

USE:

This diet is intended to prevent the serious side effects that may occur when monoamine oxidase inhibitors (MAO) are ingested. Monoamines are potentially dangerous substances found in specific foods that cause blood vessels to constrict resulting in elevated blood pressure. Normally they are not a danger unless MAO inhibitor drugs are used in therapy. These drugs inhibit the body's enzyme that detoxifies monoamines causing them to build up in the bloodstream to toxic levels. Symptoms of monoamine toxicity are hypertension, excruciating headaches, increased heart rates and even fatal intracranial hemorrhages. **Therefore, whenever MAO Inhibitors are prescribed, a tyramine/dopamine-restricted diet should be ordered immediately.**

ADEQUACY:

This diet meets the RDA's.

RESTRICTIONS/MODIFICATIONS:

A regular diet is followed. Foods that have been aged or fermented are eliminated for the diet. Any foods in which protein breakdown is promoted to enhance flavor are eliminated also. NOTE: A Dietitian should be **notified immediately following the receipt of a diet order for a MAO tyramine restricted diet.**

Food Group	Allowed	Avoid
Beverages	All except those excluded	Alcohol, wine, beer, coffee, teas, decaf. coffee, cocoa
Breads and Substitutes	All except those excluded, including commercially sliced bread	Homemade yeast breads or rolls with substantial amount of yeast, bread or cracker containing cheese
Fats	All except those excluded	Sour cream
Fruits	Limit of 1 small orange daily; all others not excluded	Bananas, red plums, avocado, figs, raisins
Meats and Meat	Meats and fish not excluded and fresh	Aged meat, chicken and beef liver, and canned meats; yeast extracts; salami, sausage, cheese; salted, pickled or dried fish, raw eggs.
Vegetables	Limit tomato to ½ C daily; all others not excluded	Italian broad beans (Fava), sauerkraut, green pea pods, eggplant
Miscellaneous	Fresh homemade gravies; all others not excluded	Yeast, marinade, soup cubes, commercial gravies, soy sauce, soup containing restricted items: meat, tomatoes, broad beans, chocolate, etc.

LOW FIBER, LOW RESIDUE DIET PLAN

USE: The Low Fiber, Low Residue Diet is designed for inmates receiving radiation therapy on or near the intestine, in partial bowel obstruction, in acute gastroenteritis (Crohn's Disease or I.B.S.) and in postoperative anal or hemorrhoid surgery. Due to the low fiber content, restrict resident to no more than 30 days on this diet plan. This diet is for acute, NOT chronic care.

ADEQUACY:

The suggested food plan includes foods in amounts that provide the quantities of nutrients recommended by the NRC for the average adult, providing that the individual can tolerate milk.

RESTRICTIONS/MODIFICATIONS:

The diet includes foods that will reduce (not eliminate) the residue in the colon. It is smooth in texture and is mechanically and chemically non-irritating. Based on the regular menu with the following modifications:

Food Group	Allowed	Avoid
Milk (limit to 2 cups)	All milk and milk products	Yogurt if flavored with fruit containing seeds
Meat & Meat Alternates	Tender beef, chicken, fish, ham, turkey; cottage cheese, processed cheese, eggs; smooth peanut butter	Spicy meat, fish, etc.
Fruits	Any not listed to avoid canned fruit, juices without pulp (exc. Prune), ripe bananas	Prune juice, most raw fruit, most berries, oranges, pears (fresh), prunes
Vegetables	Any not listed to avoid; all vegetable juices without pulp; cooked asparagus, beets, green beans, carrots, wax beans, whipped white, or sweet potatoes, winter squash; tender, cooked, soft vegetables	Cooked dried beans and legumes, corn, peas, all potato skins; raw veg's broccoli, Brussel sprouts, cabbage, cauliflower, green pepper, onions, sauerkraut, fried vegetables, potato chips
Breads, Cereals, & Grains	Enriched white, wheat, rye bread without seeds; enriched cooked refined cereals, such as farina, Cream of Wheat, cornmeal, Malt-O-Meal, strained oatmeal; dry cereals such as puffed rice, corn flakes; spaghetti, macaroni noodles, or white rice.	Bread, crackers, cereals containing whole grains, brans or seeds; brown, or wild rice
Fats	Salad oils, fortified in moderate amounts	Spice salad dressings, margarine, mayo, salad dressing (mild)
Fluid (6-8 cups)	Water and other fluids, such as coffee, tea, fruit, or vegetable juice, carbonated beverages	All others
Misc.	Homemade, strained soups made with thin cream sauce and allowed vegetables; clear broth Plain puddings, plain ice cream, plain cakes and pies made from allowed foods, honey, syrups Mild catsup, mild spices, vinegar, white sauce in moderate amounts	All others All desserts and candy containing coconut, nuts, seeds, or fruit; jams and preserves Pepper, spicy catsup, chili sauce, nuts, olives, coconut, pickles, popcorn

LOW SALT DIET - NO ADDED SALT

The low Salt Diet (3000-5000 mg sodium) is useful in preventing or controlling edema and hypertension.

USE: **Sodium restrictions are contraindicated in normal pregnancy, for residents who have ileostomies and for some residents on very restricted protein diets who are also taking diuretics.** This diet is classified as Mild (no added salt) - 3000-5000 mg sodium.

NUTRITIONAL ADEQUACY:

The diet plan provides foods in amounts that will provide quantities of nutrients recommended by RDA's for the average adult. It is lower in fat than a regular diet.

RESTRICTIONS/MODIFICATIONS:

The regular menu is served with the limitations of foods listed below which are high in sodium. No salt is served as a condiment. Foods are prepared with no salt added during cooking.

FOOD GROUP	FOOD TO LIMIT
Milk	Buttermilk, instant cocoa mixes
Meat & Meat Substitutes	Smoked, salt cured meats or fish such as bacon, bologna, chipped beef, corned beef, frankfurters, ham, luncheon meats, pickled meats, salt pork, sausage, regular canned tuna, and cheese; peanut butter in excess of 1 TBSP per day.
Fruits	None
Vegetables	High sodium packaged potato products, sauerkraut, tomato juice or vegetable juices canned with salt
Breads, Cereals, & Grains	Breads, rolls, or crackers with salted toppings; instant hot cereals
Fats	Salted gravy, bacon, salt pork
Fluids	Commercially canned soups, bouillon, broth, or dehydrated soup mixes
Other	Salt, seasoned salt, olives, pickles, relishes, meat sauces, Soy sauce, Worcestershire sauce, catsup, chili sauce, prepared mustard

MALABSORPTION

USE: This is a plan of eating designed to minimize malabsorption and its effects. Diarrhea is the most common gastrointestinal manifestation of AIDS, and often the most problematic to treat. This diet is similar to the BRAT (banana, rice, apple and toast or tea) Diet, and if for short term use only as the calorie and protein benefits are limited. Taste fatigue may also occur. The plan consists of 3 main meals and an evening snack. The diet plan is a low fat, low lactose, low residue, no caffeine, high soluble fiber (oatmeal, pears and potatoes) diet. **It is a short term diet and must be reordered every week.** Due to the nature of the illness, a close monitoring of the inmates weight and general health is mandated. A close monitoring of the B-12 level is strongly advised. In AIDS patients, pinpointing the causative pathogen or agent is essential.

NUTRITIONAL ADEQUACY:

This diet plan includes foods in amounts to provide the necessary amounts of nutrients as recommended by the NRC for the average adult. However, due to the nature of the illness the nutritional demands of the body may make the assimilation of some nutrients in the diet impossible. Therefore, constant monitoring of the homeostatic condition of the inmate is strongly recommended. Additionally, although the diet will provide the RDA's (except calcium) due to the preference or intolerance of the inmate, a multi-mineral and vitamin supplement, as well as an anti-diarrheal agent (Kaopectate, tincture of opium, Lomotil or Imodium) is recommended. Additional feedings of an enteral supplement with or without fiber may also be necessary.

Meals per day: 4 (3 main meals & night snack)

Calories: Approximately 2000-2400

Protein: Approximately .8-1 g/kg IBW

Fat: Not to exceed 20% of total calories

Cholesterol: 200-300 mg/day

High-Soluble Fiber: 20+ gm/day

Vitamins: 100%-200% or more RDA

Trace Minerals: 100%-200% or more RDA

Lactose content: Low

RESTRICTIONS/MODIFICATIONS

Animal Protein (4-6 oz.) 2-4 Servings
Eggs, hard cooked (2-4 wk.)

Plant Protein 10-14 Servings
Bread (8-10 Svgs)
Starches/Cereal/Legumes (2-4 Svgs)

Vegetables 4-6 Servings
Vit C/Vit A (1-2 Svgs)
Starches (1-2 Svgs)
Non Dairy Calcium Source (1-3 Svgs)

Fruit 4-6 Servings
Vit C/Vit A (1-2 Svgs)

Dairy Products 0 Servings

Fat 3 Servings

PROTEIN ENERGY MALNUTRITION DIET PLAN

(P.E.M. Diet - 4 Meals)

USE:

This is a plan of eating that maximizes immune function, relieves some of the symptoms of auto-immune diseases and reduces the risk for cardiovascular disease. The plan consists of three main meals and an evening snack developed by a Dietitian around the general population menu. The dietary emphasis is on fruits, vegetables, legumes and grains, with a minimum of animal products. The exception is fish due to the content of Omega-3 fatty acids. At the initial diagnosis of the disease, the inmate/patient should be placed on the Stage I diet plan and counseled following the suggested Care Plan. As debilitating symptoms, such as vomiting, diarrhea, swallowing difficulties, etc. occurs. The physician orders the appropriate diet plan to control the symptoms. The patient may "go back" to the P.E.M. diet when the symptoms subside.

NUTRITIONAL ADEQUACY:

Average Daily Nutrient Profile:

Meals per day:	Approximately 2800-3000
Calories:	Approximately 1.2-1.5 g/kg normal body weight, 1 gm
Protein:	Nitrogen/100-150 non-protein calories 20-30% of total calories
Fat:	<ul style="list-style-type: none">• saturated fat: 7-10% of total calories• monounsaturated fat: 7-10 % of total calories• polyunsaturated fat: up to 10% of total calories
Carbohydrates:	
Fiber:	55-65% of total calories
Vitamins:	35+ gm/day
Trace Minerals:	100-200% RDA 100-200% RDA

4 (3 main meals and a night snack)

RESTRICTIONS/MODIFICATIONS:

Daily Servings:

Animal Protein (4-6 oz.) Eggs, Hard Cooked (2-4 per week)	2 to 3 Servings
Plant Protein Breads (6-8 Servings) Starches/Cereals/Legumes (4-5 Servings)	8 to 12 Servings
Vegetables Vit C/Vit A sources (1-2 Servings) Starchy vegetables (1-2 Servings) Non-Daily Calcium Source (1-3 Servings)	4 to 5 Servings
Fruit Vit C/Vit A sources (1-2 Servings)	4-5 Servings
Daily Products	2 Servings

FLUID MILK-FREE DIET

USE:

The Fluid Milk-Free Diet is designed to reduce to minimal amounts, the milk lactose (sugar/carbohydrate) intake of those individuals due to an inherent characteristic that cannot tolerate milk lactose (sugar). Also, if the patient has a history of alcoholism, the damage to the stomach and small intestine may be to a level where the enzyme that breaks down lactose can no longer be produced. This physical abuse causes the lactose intolerance. This condition is present during "detoxing".

The quantity of lactose (sugar) or casein (protein) which can be tolerated varies among individuals. While the Milk Free Diet is not entirely lactose (milk sugar) free, the restriction of lactose, casein (protein) and calcium, contained in this diet, is adequate for all but the most severely sensitive individuals.

The diet is indicated also for the use in management of residents with abnormal calcium balance, calcium induced renal stones, in cases of Crohn's disease, short bowel syndrome and colitis aggravated by milk intake, and, in some cases, severe and persistent diarrhea. The Milk Free Diet should NOT be used for a Low Calcium Test Diet.

ADEQUACY:

The diet is adequate in all nutrients as recommended by the NRC for the average adult. Calcium and vitamin D supplements may be advisable. The diet is lower in protein than regular menu but the intake will be adequate, based on the RDA.

PHYSICIAN'S ORDERING PROCEDURE:

Order this diet by the term "Fluid Milk Free Diet" only. DO NOT use the terms "low calcium" or "lactose free" if referring to the above described diet.

No fluid milk will be served. Cold cereals will be substituted with hot cereals. There will be NO substitutes for the fluid milk on the Regular Diet plan.

Pregnancy diets will be substituted with 1 oz. meat and 1 serving starch/fruit for each cup of milk omitted (Refer to Pregnancy Diets In this manual).

RESTRICTIONS/MODIFICATIONS:

The diet is based on the Regular Diet with the avoidance of fluid milk in any significant amount. Small amounts of milk, such as those found in butter, bread, cold cuts, etc., will be allowed on this diet. Unless otherwise indicated, the Fluid Milk Free Diet will be served in three meals daily.

FULL LIQUID DIET

USE:

The Full Liquid Diet is prescribed for the postoperative resident, following the Clear Liquid Diet, for the acutely ill resident: and for the resident who cannot chew or swallow solid or pureed food. It may be prescribed to supplement a tube feeding.

ADEQUACY:

Depending upon the amount and choice of food eaten, this diet will tend to be low in protein, calories, iron, thiamine, and niacin, it should not be used for longer than 3 days. Vitamin and mineral supplements should be ordered if resident remains on the diet for more than 2 days, It contains approximately 2200 Calories

RESTRICTIONS/MODIFICATIONS:

The Full Liquid Diet Includes foods that are liquid at body temperature and tolerated by the resident. Small servings may be offered every 2 or 3 hours and at mealtime.

BREAKFAST	Fruit Juice Blended Hot Cereal Instant Breakfast Margarine Sugar Coffee/Tea 2% Milk	½ cup 1 cup 1 cup 1/3 oz. 2 Pkts 1 cup 1 cup
LUNCH	Fruit Juice Special Full Soup Pudding Sugar Coffee/Tea 2% Milk	½ cup 1 cup 1 cup 2 Pkts 1 cup 1 cup
DINNER	Fruit Juice Special Full Soup Instant Breakfast Sugar Coffee/Tea 2% Milk	½ cup 1 cup 1 cup 2 Pkts 1 cup 1 cup

NOTE:

1. Use a commercial instant breakfast mix or an approved product for the high-protein drink.
2. For the Special Full Liquid Soup - Blenderize ¼ cup broth with ½ cup cooked chicken, turkey, or beef and ¼ cup vegetables to a smooth consistency. Serve hot.
3. Blenderize the hot cereals with milk to a smooth consistency if necessary.
4. If a full liquid diet is ordered for a diabetic, contact Dietitian.

A copy of the Full Liquid Meal Plan can be found in the Appendix.

HEART HEALTHY

(Moderate Low Fat, Low Cholesterol) • (300 mg cholesterol, 30% of calories from fat)

USE:

This diet is prescribed in an effort to reduce the cholesterol and other fatty substances in the blood for treatment of hyperlipidemia and chronic heart disease. It can be used for weight reduction. In a correctional setting, medical problems do not include weight control for vanity sake as a bonafide health risk due to the risk of litigation. The resident can use self-control while on a regular diet. Only in cases of morbid obesity is it suggested to use this diet plan. This plan requires monthly monitoring to document success.

-Guidelines for determining severity of cholesterol problem:

- a. 3 fasting blood tests, 7 days apart.
- b. HDL < 35; triglycerides > 500; cholesterol > 200.
- c. History of heart disease.
- d. Smokes; and no exercise; 15% above ideal body weight.
- e. Age
 - i. Male \geq 45 years
 - ii. Female \geq 55 years or premature menopause without HRT
- f. Diabetes

NUTRITIONAL ADEQUACY:

The diet plan includes foods in amounts to provide the quantities of nutrients recommended by the NRC for the average adult. This diet is a phase 1 of the Healthy Heart diet from the American Heart Association.

Dietary Modifications to Reduce Hypercholesterolemia

Nutrient	Phase 1	Phase 2	Phase 3
Fat (% of Calories)	< 30	< 25	< 20
Saturated Fat (% of Fat)	< 8	< 7	< 6
Polyunsaturated (% of Fat)	10	10	10
Monounsaturated (% of Fat)	> 25	> 20	>15
Carbohydrates* (% of Calories)	55	60	65
Protein (% of Calories)	12-15	12-15	12-15
Cholesterol (mg/day)	< 300	< 200	< 150

From: Lowering blood cholesterol to prevent heart disease, JAMA 253:2080, 1985

*Should be primarily complex carbohydrates (starches and fibers)

RESTRICTIONS/MODIFICATIONS: Based on the restricted diet menu plan with the following additional modifications:

Food Group	Allowed	Avoid
Milk (2 or more cups per day)	Skim, nonfat dry, nonfat yogurt	Cream, whole milk, 2% milk (1 cup per day), ice cream, ice milk
Eggs (limit to 3 per week)	Poached, soft or hard cooked, scramble; egg whites as desired; egg substitutes	Fried eggs
Meat and Meat Substitutes 2-3 servings/day (total 6-7 ounces)	Lean beef, pork, lamb, veal, poultry; lean fish such as cod, flounder, haddock, bluefish, perch, bass, whitefish; low fat cottage cheese, low fat Monterey Jack, mozzarella, ricotta, and farmers cheese made from skim milk	Fat beef, pork, lamb, and any visible fat on meat; bacon, salt pork, spareribs, frankfurters, sausage, cold cuts, canned meats; skin of chicken or turkey, duck, goose; fish canned in oil; organ meats, cheese other than that allowed.
Fruits (2-4 or more servings/day)	Any fresh, frozen, dried or canned fruits; fruit juice	Avocado
Vegetables (3-5 or more servings/day) including potatoes	All fresh, frozen or canned vegetables; vegetable juice; white or sweet potato, or yams. Any fat used must be taken from the fat allowance.	None
Bread, Cereals, Grains and Pastas (11 or more servings/day)	Whole-grain or enriched breads, cereals & grains, Melba toast, saltines, graham crackers, pretzels, hot bread, griddle cakes, waffles made with egg white or egg substitute	Commercial hot breads, doughnuts, sweet rolls; egg or cheese breads; party crackers
Fats (Use sparingly: limit to 1 ½ to 2 TBSP/day)	Margarine (1 TSP): Salad dressing (2 TSP): Mayonnaise type Salad dressing (1 TBSP)	Butter, solid shortening, lard, salt pork, chicken fat, animal fats, coconut oil, chocolate

HIGH FIBER DIET

USE:

The High Fiber Diet is useful in the treatment of constipation, uncomplicated diverticulosis, irritable bowel syndrome, or whenever it may be desirable to increase volume of stool. Recent studies indicate additional positive benefits may be lower insulin need when a high fiber, high complex carbohydrate diet is used in the treatment of persons with insulin dependent diabetes mellitus. Population studies indicate that a lower incidence of cancer of the colon and arteriosclerosis is seen in countries where a high fiber diet is widely used.

Dr. Peter Gott, a General Internist in practice in Connecticut and a graduate of Princeton University and Tulane Medical School, recommends one of two natural but safe therapies: One is to drink 8 ounces of hot prune juice OR swallow three tablespoons of Triple Mix every morning with extra fluids (8 cups of water/day). (Triple Mix consists of equal portions of prune juice, bran and applesauce).

ADEQUACY:

It is estimated that the typical American diet contains 11-13 grams of dietary fiber per day. High fiber diets should provide a minimum of 25 grams of dietary fiber daily. The most current recommendation from the scientific community states for women between 19 and 50 to consume 25 grams of fiber each day; for men between 19 and 50 to consume 38 grams of fiber each day. After the age of 50 the recommendation for women falls to 21 grams of fiber with the men at 30 grams of fiber.

This diet plan will provide a daily intake of 28 to 32 grams of fiber. A maximum of 35 grams is recommended. Excessive fiber may interfere with the absorption of calcium and zinc, especially in the young and elderly.

When initiating a high fiber diet, it is generally recommended to gradually increase fiber as tolerated until it is effective. An emphasis on drinking 8 or more glasses of water per day is essential. Excess fiber without appropriate amount of liquids may have unforeseen negative consequences.

CAUTION:

This diet is not recommended for short term constipation which may develop during the initial incarceration period due to emotional stress and limited toilet privacy.

RESTRICTIONS/MODIFICATIONS:

Based on the regular diet with the following additional modifications:

Food Type	Modification
Whole Wheat Bread	At least 4 slices are served each day
Bran Cereal or Oatmeal Cereal	1 cup of bran/oatmeal cereal served daily in place of regular cereal on menu or added to breakfasts with no cereal
Fresh Fruit	Offered at breakfast, lunch, dinner
Dried legumes, salads, and vegetables	Offered in same quantity and frequency as the regular menu

CAUTION: Residents should be cautioned to consume 8-10 cups (64 ounces plus) of water per day due to the fluid absorbing properties of fiber.

LONG TERM FULL LIQUID/STRAW DIET

(Broken Jaw)

USE:

The Long term Full Liquid/Straw Diet is prescribed for the resident requiring a liquid diet for more than five (5) days, which will be adequate in vitamins, minerals and dietary fiber (i.e. for the acutely ill resident; wired or banded jaw; temporary edentulous resident; post throat or oral surgery cases and for any type of situation where a resident cannot chew or swallow solid food for long periods).

NUTRITIONAL ADEQUACY:

The Straw Diet is designed to meet the nutritional needs of the resident for a duration of 5 days or more. The average daily caloric level exceeds 2500 calories and provides a daily minimum of 90 grams of protein. The diet is low in fiber and adequate in fat. It may be marginally low in iron, thiamine, niacin, vitamins B6, folacin and zinc. A daily vitamin-mineral supplement may be required unless a liquid nutritional supplement is offered.

The enteral feeding products are supplied by the Medical Department unless otherwise stipulated. Weekly nutritional assessments including weighing are encouraged for prolonged use of this type of diet for the following reasons:

- Nutritional requirements for healing process may exceed what can be supplied by conventionally acceptable and available food sources.
- For some residents the lack of texture, variety and inherent appearance of the food items on this menu may decrease the intake of some food items.
- Supplementation will permit more diet plan variations based upon individual resident preferences.

Suggested Enteral Feeding Product (Other similar products are available on the market. This one is listed **only as a suggestion**):

- Sustacal with Fiber-8 ounces provides 12 grams of dietary fiber and 100% of the RDA for protein, vitamins and minerals in 1500 calories. Feeding has low osmolality-480mOsm/kg water, 17% of calories as protein, lactose free and low in sodium-1020 mg/1500 cal.

RESTRICTIONS/MODIFICATIONS:

The diet includes foods that are liquid at body temperature and tolerated by the resident. This is a special plan for easily ingested liquid foods, seasoned and smooth consistency for use through a straw. If resident does not require a straw to consume food, specify No Straw Full Liquid diet.

A copy of this plan can be found in the Appendix.

CLEAR LIQUID DIET

USE:

The Clear Liquid Diet is prescribed for preoperative or postoperative residents, for residents with an acute inflammatory condition of the gastrointestinal tract, in acute stages of many illnesses, especially those with high elevation of temperature, or in conditions when it is necessary to minimize fecal material (residue free).

ADEQUACY:

This diet is adequate in all nutrients. It should not be used more than two days with supplementation. A commercially prepared "defined formula diet" may be useful if a clear liquid regimen is necessary for more than a few days or if the resident is seriously undernourished. If served for a longer period of time, a low residue, high calorie supplement is recommended.

RESTRICTIONS/MODIFICATIONS:

The diet is composed of clear liquids. It is designed to provide fluids without stimulating extensive digestive processes, to relieve thirst, and to provide oral feedings that will promote a gradual return to a normal intake of food. Small servings may be offered every 2 or 3 hours and at mealtime. Only those food items which are transparent or "clear" and are detailed on the diet plan are offered.

BREAKFAST	Fruit Juice*	1 ½ cup
	Fat Free Broth	1 cup
	Clear Gelatin (No fruit)	1 ½ cup
	Coffee or Tea	2 cups
	Sugar	3 Pkts
LUNCH	Fruit Juice*	1 ½ cup
	Fat Free Chicken/Beef Broth	1 cup
	Clear Gelatin (No fruit)	1 ½ cup
	Coffee or Tea	2 cups
	Sugar	3 Pkts
DINNER	Fruit Juice*	1 ½ cup
	Fat Free Chicken/Beef Broth	1 cup
	Clear Gelatin (No fruit)	1 ½ cup
	Non-cola Beverage	12 oz.
	Sugar	3 Pkts

*ONLY strained fruit juices: Apple Juice, Cranberry Juice, Grape Juice (Strained Orange Juice -with physician's approval).

NOTE: If a Clear Liquid Diet is required for a diabetic, contact the Dietitian.

A copy of the Clear Liquid Meal Plan can be found in the Appendix.

DENTAL/MECHANICAL DIET

The Dental/Mechanical Diet is used for residents who have difficulty chewing. This may be a temporary disability, which would allow progressing the appropriate regular textured diet if needed (healing after oral surgery). Tender and easy to chew foods are served. Texture of the food is altered by cooking, grinding, chopping, mincing or mashing. This is a mechanical or physical altering of the regular menu by machine manipulation or substitution of equally nutritious but physically softer foods.

ADEQUACY:

The diet menu includes foods in amounts that will provide nutrients as recommended by the NRC for the average adult.

RESTRICTIONS/MODIFICATIONS:

Based on the regular menu with the following modifications:

Food Type	Modification
Raw vegetables, except shredded lettuce	Not offered, replaced with cooked vegetable or shredded lettuce
Fresh fruits, except berries, bananas, oranges, grapefruit, or canned fruit	Not offered, replaced with berries, bananas, oranges, grapefruit, or canned fruit
Nuts or items containing nuts	Not offered, replaced with and alternated dessert
Taco shells, potato chips, corn chips	Not offered, replaced with bread or another starch
Whole meat items	Meat is served in ground form

DIABETIC CALORIE CONTROL DIETS

DIETARY MANAGEMENT PRINCIPLES:

The primary objectives of a diabetic diet are to facilitate control of glycemia and to minimize the known risk factors for atherosclerosis. In addition, it is thought that optimal regulation of blood glucose levels will delay or prevent the complications of neuropathy, retinopathy and nephropathy. In 1994 the American Diabetes Association and the American Dietetics Association instituted a new philosophy of self-monitoring of blood glucose levels. This has had good results in "The Free World." However, it is the contention of this author that system cannot work inside a correctional or detention facility for security reasons. Therefore, the following diet plans follow the Exchange patterns set forth by the American Dietetic Association and The American Diabetes Association (1986 version). They are for residents:

With insulin dependent (IDDM, Type I, juvenile-onset) diabetes mellitus or non-insulin dependent (NIDDM, Type II, adult-onset) diabetes requiring strict blood sugar control. (Also referred to as No Concentrated Sweets Diet for controlled Type II diabetes)

In Type I diabetes, foods must be eaten at regular times and in the right amount to correlate with the effects of the insulin. Most residents using only intermediate or long-acting insulin should have a bedtime snack. However, someone taking a split dose of NPH and regular insulin that eats breakfast at 8:30 a.m. and lunch at 12:00 noon probably will not require a mid-morning snack.

Ordinarily, the nutrient needs of a Type I Diabetic can be met without the use of special "dietetic" foods. It is the amount and timing of foods consumed, which must be closely monitored. Since consistency is crucial, a major part of diabetic diet instruction should include emphasis on controlling portion sizes and eating at appropriate times.

NUTRITIONAL CONTENT:

The diets provide the required calories in approximately 50% carbohydrates, 20% protein, and 30% fat. Sodium level is approximately 2500 mg if resident does not add salt. Cholesterol level is <= 300 mg. H.S. snacks are provided on all ADA Diets unless otherwise ordered by physician.

RESTRICTIONS:

Daily diet plans are based on the Calorie Level, Diabetic Exchanges List, Meal patterns and Food Item Plans.

TYPES AND ACTIONS OF INSULIN*

Insulin Type	Onset (hours)	Peak (hours)	Usual Effective Duration	Usual Maximum Duration (hours)	Type of Action
Animal:					
Regular	0.5-2.0	3-4	4-6	6-8	Short
NPH	4-6	8-14	16-20	20-24	Intermediate
Lente	4-6	8-14	16-20	20-24	Intermediate
Ultralente	8-14	Minimal	24-36	24-36	Long
Human:					
Regular	0.5-1.0	2-3	3-6	4-6	Short
NPH	2-4	4-10	10-16	14-18	Intermediate
Lente	3-4	4-12	12-18	16-20	Intermediate
Ultralente	6-10	?	20-30	20-30	Long

*From American Diabetes Association: Physician's Guide to Insulin-Dependent (Type I) Diabetes: Diagnosis and Treatment. 1988, Table 6.

DYSPHAGIA DIET PLAN (6 MEALS)

USE:

This diet is prescribed for patients with chronic dysphagia, thrush, anorexia or other medical conditions where there is a decreased tolerance to mastication and the digestion of large amounts of food: or where mouth sores are present that are irritated by some foods. These conditions may be the result of a stroke, Acquired Immune Deficiency Syndrome, cancer, or other critical, long term disease states.

NUTRITIONAL ADEQUACY:

This diet plan includes foods in amounts to provide the quantities of nutrients recommended by the NRC for the average adult. However, due to the nature of the illnesses involved, the nutritional demands of the body may make the assimilation of some nutrients in the diet impossible. Therefore, constant monitoring of the homeostatic condition of the resident is strongly recommended. Additionally, although the diet will provide the RDA's, due to the preference or intolerance of the inmate, a multi-mineral and vitamin supplement is recommended. Additional supplements in the form of enteral feedings with or without fiber may also be necessary.

RESTRICTIONS/MODIFICATIONS:

This diet will provide approximately 2800 calories in six (6) small feedings per day with a limit of beverages served with food items. Food can be offered in pureed form when chewing or swallowing is difficult.

TYPE OF FOOD	FOODS ALLOWED	FOODS TO AVOID
Soups	Broth, bouillon, cream soups: limit any portion to ½ cup and puree ingredients	Any soup made with ingredients not allowed
Meat and Meat Alternatives	Ground, moist meats or poultry, flaked fish, eggs, cottage cheese, soft cheese, soft casseroles	Whole meat, fish or poultry, nuts
Milk or Milk Products	Milk, milk beverages, yogurt without seeds or nuts, cocoa, dry milk used in cooking, cheese products	None
Bread and Cereals	All types of breads and cereals including whole grain. Breads, crackers, and cereals can be thinned or soaked in allowed beverages	Breads or rolls with hard crust
Starches and Potatoes	Potatoes, rice, pasta	Crisp, fried potatoes, potato chips
Cooked Beans, Peas, and Nuts	Soft cooked beans' and peas in small portions	All nuts and peanut butter
Fruits and Vegetables	Any without hulls or tough skins that can be appropriately softened. All fruit and vegetable juices. Tolerance to citrus or pineapple should be indicated in diet order.	Raw or cooked vegetables if difficult to chew (cabbage, green pepper, radishes, celery, whole kernel corn). Uncooked dried fruit.
Fats and Oils	Small servings: margarine, cream, oil, gravy, salad dressing	Fried foods, foods high in fat
Desserts	Small servings of: cake, cobbler, pies, gelatin, ice cream, custard, pudding, popsicle	Desserts containing coconut, dried, or candied fruit
Beverages	As tolerated. Small portions, usually not consumed with meals	Coffee, beverages with caffeine
Miscellaneous	Spices and condiments as tolerated	Chili powder, black pepper, curry, jalapeno peppers

RENAL DIET

USE:

This diet is designed for use with patients in acute or chronic renal failure, specifically in the following conditions: acute renal failure, chronic renal failure without dialysis, chronic renal failure with hemodialysis, chronic renal failure with peritoneal dialysis.

General Characteristics:

Protein: Protein requirements are based on body weight, degree of renal failure, any losses of protein or amino acids from dialysis. High biological value protein sources (i.e. egg, meat, fish, and poultry) should constitute 80% of the dietary protein.

Sodium: Sodium restrictions may be necessary to control edema and reduce blood pressure. Some residents may require additional sodium in disease stated with "salt wasting tendencies", such as polycystic kidney disease and analgesic nephropathy. Sodium intake should not exceed output.

Potassium: Potassium restriction is individualized and dependent upon 24-hour urinary potassium excretion, frequency of dialysis and degree of acidosis. Rarely is potassium supplementation in renal failure necessary unless the patient is taking a potassium losing diuretic.

Calories: Adequate calories should be provided to prevent muscle catabolism as an energy source. Refined sugars and fats are used to increase the caloric value of the diet. Carbohydrate supplements such as Controlyte and Polycose may be added to the diet to increase caloric value.

Fluid: Fluid intake is limited to 24-hour urinary output plus 500-600 ccs for insensible losses.

Phosphate: Restriction of dietary phosphorous levels less than 600-1200 mg/day often result in poor intake and anorexia. Control of serum phosphorus by phosphate binding agents such as aluminum hydroxide allows more flexibility of the diet.

General Information: The following guidelines may aid in determining the dietary needs.

ACUTE RENAL FAILURE

Protein: 0.5-0.6 gm/kg with 80% high biological value.

Calories: 35-40 calories/kg body weight to promote positive nitrogen balance

Sodium: 2000-3000 mg/day

Potassium: Variable. Often in early stages of ARF, adequate oral intake is impossible due to secondary nausea and vomiting. TPN (i.e. Nephramine) or tube feeding (i.e. Travasorb Renal or Amin-Aid) providing a high calorie/essential amino acid solution may be necessary.

CHRONIC RENAL FAILURE WITHOUT DIALYSIS:

Protein: approximately 0.5-0.6 gm/kg body weight with 80% HBV protein.

Calories: approximately 35 calories/kg body weight

Sodium: approximately 1000-3000 mg/day

Potassium: approximately 1500-2700 mg/day

CHRONIC RENAL FAILURE WITH HEMODIALYSIS:

Protein: approximately 1 gm/kg body weight

Calories: approximately 35 calories/kg body weight

Sodium: approximately 1500-2000 mg/day

Potassium: approximately 2000-2700 mg/day

CHRONIC RENAL FAILURE WITH PERITONEAL DIALYSIS:

Protein: approximately 1.2-1.5 gm/kg of ideal body weight. (Needs increase with peritonitis)

Calories: approximately 25 calories/kg of ideal body weight.

Sodium: approximately 2000-3000 mg/day.

Potassium: 3000-4000 mg/day.

Fluids: ad lib.

NOTE: Protein losses in peritoneal dialysis are estimated at 4-13 grams protein/day. Due to the technical complexity of homebound dialysis, it is recommended that consultation be obtained from an on-site RENAL Dietitian.

NUTRITIONAL CARE OF IMMUNOSUPPRESSED INMATES

PURPOSE:

Malnutrition impairs immune response. Protein-energy malnutrition (PEM) is associated with conditions such as cancer, Acquired Immune Deficiency Syndrome (AIDS), inflammatory bowel disease, short gut syndrome, sepsis, trauma, major organ dysfunction and the obese. Nutrition intervention must become an integral part of the treatment for these conditions. Medical therapy is not as effective without nutrition support and nutrition support cannot work without medical therapy.

Nutrition is not a "magic bullet." Even the best nutritional care cannot prevent the eventual progression of the disease or restore immune function. However, it can improve the quality of life for the patient and reduce medical costs. Nutritional intervention can slow down the progression of malnutrition. For example, as AIDS progresses, nutrient intake decreases due to more acute problems and complication, some as yet unknown. Consequently, ongoing assessment of each patient by medical staff is necessary to monitor changes in weight, body composition or nutritional status. Maintaining weight is a main objective with nutritional intervention.

As weight loss progresses, despite apparently adequate energy intake, the use of conventional criteria to identify energy requirements for counseling will be unlikely to prevent weight loss and to improve clinical outcome. Therefore, dietary interventions early in the disease course combined with increased target levels for energy intake should be considered.

When recommendations to increase the caloric content of foods are made, it may be necessary to use nutritional supplements to give sufficient calories. **This corporation maintains Food Service's responsibility in this situation does not extend to dispensing the commercial nutritional supplements (unless required by contract).** The products are not considered "food" items in medical care, but "medical formulary" items. They may be provided per the physician's order within contract guidelines.

Although limited information is available on specific nutritional interventions for Acquired Immune Deficiency Syndrome, several studies have indicated that nutrition intervention may improve the prognosis of the disease. Nutrition, along with the psychological and medical involvement, must be implemented at each stage of the disease. In the 1994 Position Paper, the American and Canadian Dietetic Associations have noted, "The goal of medical nutrition therapy in HIV disease include early assessment and treatment of nutrient deficiencies, maintenance and restoration of lean body mass and support for activities of daily living and quality of life."

This protocol has two sections: initial assessment and follow-up during symptomatic stage.