



**Standardized Food Service Systems, Inc.
dba SMART Systems**
303 S. Byrkit Ave
Mishawaka, IN 46544
Voice: 800-348-0823
FAX: 574-257-0895
www.smart-4.com

**SPECIFICATIONS
and
AGREEMENT FOR THE
FOOD SAFETY & SANITATION PROGRAM**

LEXINGTON FAMILY CARE
Food and Nutrition Department

FOOD SAFETY EDUCATION

The program as described in this Agreement ("Program") includes in-service education; ongoing individual instruction and site based training material in each school. Education and training materials include the topics of food safety, HACCP compliance, cleaning for health, proper chemical mixing, color-coding, sanitizing techniques, workflow optimization and Safety. Documentation and reports for management use are provided electronically. Materials required for OSHA compliance will be placed in each school location. Education Materials that comply with USDA Professional Standards are provided as an integral part of this program. The Program includes access to an online learning portal where staff can receive video based training, demonstrate knowledge, and track their progress and continuing education units (CEU's) for Professional Standards is also included.

COMMUNICATION

The parties shall participate in mutual goal setting meetings. SMART Systems shall provide a reporting system and follow-up that eliminates the need for requisitions, purchase orders, shipping tickets and inventory control by the school district. A computerized Service Report will be provided after each service call that can be sent to each site manager, field supervisor and Food Service Director.

SERVICE & HACCP PLAN VERIFICATION

SMART Systems will provide a complete Food Safety and color-coded Sanitation System that will standardize cleaning procedures throughout your department. SMART Systems shall provide personnel instruction and documented training that comply with OSHA's mandates, the Model Food Code and the USDA's Professional Standards as an integral part of these specifications. The program includes a schedule of routine training to each individual school (each school is to be serviced on a six-week rotation during the school year), color-coded training material and instructional charts, Safety Data Sheets (SDS), training outlines, and copies of all cafeteria use forms and service verification reports for management use will be provided. Materials required for OSHA compliance (e.g. S.D.S., Procedure Manual, etc.) are included at no additional cost. In addition, SMART Systems will inventory and restock the sanitation materials and accessories during the regularly scheduled service calls throughout the term of this agreement as specified in the Materials section.

Per section 111 of the Child Nutrition and WIC Reauthorization Act of 2004, which requires school food authorities (SFAs) to implement and maintain a food safety program based on Hazard Analysis and Critical Control Point (HACCP) principles and conform to guidance issued by the Department of Agriculture (USDA), SMART Systems Food Safety Specialists will provide third party verification of the Districts Food Safety/HACCP Plan during our regularly scheduled site visits. This will ensure that proper food safety procedures are being *applied* consistently. Areas of success and concern, along with Corrective action training will be provided as necessary and will be documented in the Service Report that is provided to the Food Service Director, or their designee.

MATERIALS

SMART Systems will provide the appropriate quantities of the various concentrated liquid detergents needed for the program. These are to be readily available for individual distribution and easily opened for use. Package labeling will exhibit clear dilution and use directions in English and Spanish. Detergents dilute instantly in hot or cold water, hard or soft water. Products provide a solution, which leaves no film or residue, and shall not stain or discolor equipment when used at recommended proportions. SMART Systems will feature detergents that are Green Seal Certified whenever possible.

Green Seal offers third-party certification based on leadership sustainability standards that help protect the natural world and human health. Green Seal has been identifying and promoting sustainability to industries, purchasers and consumers and helping organizations be greener in real and effective ways since 1989.



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OPTIONAL WAREWASH PROGRAM

MATERIALS

SMART Systems will provide a total mechanical dish machine chemical program including detergent, rinse additive and de-liming agents. Instructional Wall Charts, Technical Bulletins and Safety Data Sheets (SDS), along with Personal Protective Equipment (PPE – goggles) will be provided and posted at each site. Please note the SMART EnviroWash dish machine detergent is approved to carry the Environmental Protection Agency (EPA) “Safer Choice” seal of approval (previously known as the “Design for Environment”).



The EPA's Safer Choice Program promotes safer product design and green chemistry alternatives through "informed substitution," the considered transition from a chemical of particular concern to safer chemicals or non-chemical alternatives. To be considered safer choices, potential alternatives should exhibit as many of the following characteristics as possible: they should be technically feasible; provide an improved profile for health and the environment; account for social considerations; and have the potential to result in lasting change.

TRAINING

Upon installation of the equipment and program, staff will receive in-service training on equipment, along with proper operation and maintenance of the dish machine. Ongoing site-based training will be performed on proper racking, de-liming, appropriate work flow, sanitary loading and unloading based on “best practices,” along with routine maintenance checkpoints during normally scheduled service calls.

TECHNOLOGY

State-of-Art Digital Dispensing allows for accurate and efficient chemical performance. As part of the SMART Systems WareWash Program, all equipment is installed and loaned at no additional charge to the district.

SERVICE

Service Calls will be performed in conjunction with the regular SMART System service schedule. A comprehensive service check is performed, and documented, during each visit. This inspection surveys both mechanics and procedures of the dish room, while addressing any issues with on-the-spot training, and maintenance recommendations. As with our other Programs in place, inventory par levels will also be checked, and replenished, during these Service Calls. Relevant Training and Service comments will also be incorporated into the SMART Service Report which is provided after each service call. These reports are designed to communicate areas of success, along with potential maintenance concerns, and, or, areas for improvement.

OPTIONAL GLOVE PROGRAM

MATERIALS

SMART Systems will provide a complete disposable glove program based on the needs of the district. Gloves provided may include vinyl and or poly, powdered or non-powdered, custom sized for each school. Gloves are to be made with component materials that comply with 21 CFR for food contact.

EDUCATION

Upon installation of the glove program, staff will receive in-service education relating to the proper use of disposable gloves. Training to include: review of Model food code application related to disposable glove use, change frequency, cross contamination prevention, hand washing and other topics related to proper glove use and food safety “Best Practices.”

SERVICE

Service Calls will be performed every six weeks during the school year in conjunction with the regular SMART service schedule. As with our other Programs in place, inventory par levels will also be checked, and replenished, during these Service Calls. Relevant Training and Service comments will also be incorporated into the SMART Service Report which is provided after each service call.

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OPTIONAL LAUNDRY PROGRAM

MATERIALS

SMART Systems will provide an appropriate Laundry Detergent designed for use in standard and high efficiency washing machines (residential style), for laundering wiping cloths, rags and mop heads, that are commonly used to clean a typical school kitchen. *Chlorine bleach is not included.*

EDUCATION

Upon installation of the Laundry Program, staff will receive education relative to proper laundering procedures. Training will include: recommendations on proper load size, amount of detergent to use, and other techniques that may be unique to each facility and the items that are being laundered.

SERVICE

Service Calls will be performed in conjunction with the regular SMART service schedule. As with our other Programs in place, inventory par levels will also be checked, and replenished during these Service Calls. Relevant Training and Service comments will be incorporated into the SMART Systems Service Report which is provided after each service call.

OPTIONAL SMART ENZYME DRAIN MAINTENANCE PROGRAM

MATERIALS

Our SMART Service Enzymes are specially formulated to digest organic matter. The bacteria feeds on the organic waste deriving nutrition for growth and reproduction through this chemical reaction. The organic waste is metabolized down to water and carbon dioxide, which provide the bacteria the energy to live. The end result is that the organic wastes being consumed are no longer present to produce clogging of drains, odors, pollution or an unsightly mess.

TECHNOLOGY

SMART Systems will install, and program, an enzyme dispenser that will provide the proper dose of enzymes on a timely basis, for daily maintenance of drains. Additionally, our SMART 5 Gallon ClearView® 1 to 6 Week Dispensing Container, allows our personnel to visually monitor your system.

SMART INSTALLATION

SMART Systems agrees to install the above, mentioned unit(s) in all schools. SMART Systems will provide units, labor and supplies for routine installations. SMART Systems agrees to provide said service in compliance with local building codes.

SERVICE

Our Service Technicians will be responsible for maintenance of the equipment and recharging the system with the SMART Enzyme during regularly scheduled service visits. A service report will be generated after each visit detailing the results of the service calls.

OPTIONAL H₂O SOFTENER SALT SERVICE PROGRAM

MATERIALS

SMART Systems will provide salt pellets for use in water softeners to designated sites that are treating water to dish machines, combi ovens, steamers, etc..

SERVICE

SMART Systems will take inventory; deliver, and then add salt to the storage tanks at each site during regularly scheduled service calls. SMART Systems Service Technicians will also monitor the condition of the water softener units and point out any concerns to the Manager.

EQUIPMENT

SMART Systems can provide this Salt Service Program to sites with existing water softeners, but the maintenance of the softener is the responsibility of the School District. New water softeners and filters are available, and may be purchased from SMART Systems at any time and for a separate fee.

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PROGRAM AGREEMENT LEXINGTON FAMILY CARE

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Food and Nutrition Department

Service Specifications, Training Plan and Food Safety Education Curriculum, "Just-in-Time" Delivery of Sanitation Materials, Dispensing Accessories and related items for the School Session from JULY 2018 through JUNE 2020.

PROGRAM CRITERIA

- Standardized Sanitation Program and Procedures in Each Facility
- Ongoing Multi-Site Training and Response
- Computerized Documentation of Service Activities, HACCP Verification and Training
- Knowledge and Experience with the Model Food Code, HACCP Plans, OSHA Guidelines and USDA Professional Standards

COSTING OF PROGRAM

The price for delivery of the specified Sanitation System(s) shall be on a Set Cost basis. Monthly invoices will be based on the Annual Set Cost, divided equally by 12 months (July – June) and billed on the 1st day of each month, beginning July, 2018.

Warewash Sites:	1	Cost/Month:	\$200.00	Annual Cost:	\$2,400.00
		Total/Month:	\$200.00	Annual Cost:	\$2,400.00

NOTES:

1. 1% discount for Annual Invoice, net 30 from date of the invoice.
2. 1% additional discount for Early/Prompt Annual Payments, net 15 from date of the invoice.

AGREEMENT TERMS

This agreement is a two year agreement, and may be extended at the discretion and consensus of both parties for three one-year terms.

Cost increases or decreases may be absorbed by the District based on the Consumer Price Index or Wholesale Price Index with 30 day written notification and agreement of both parties. If the District issues purchase orders for this Agreement, such purchase order shall not alter the terms of this Agreement.

Cancellation clause: 60 days written notice. All materials, dispensers, accessories and instructional charts that are provided as part of this program remain the property of SMART Systems and may be removed if, and when the program is cancelled.

Confidentiality Statement: This Agreement contains confidential information about the Programs and Services that are unique to SMART Systems. Subject to the Freedom of Information Act and open records laws, the District agrees that this Agreement shall not be disclosed to third parties until notice has been provided to SMART Systems and it has had the opportunity to intervene prior to the disclosure.

BILLING AND REMITTANCE:

All billings will be from SMART Systems, unless otherwise notified. Please remit payments to:

Standardized Food Service, Inc., dba SMART Systems | 303 S. Byrkit Ave. | Mishawaka, IN 46544
Office 800-348-0823 | Fax 574-257-0895

District Name: LEXINGTON FAMILY CARE

Customer Authorized Signature

Chuck Robison 7/5/18
SMART Systems Authorized Signature

Printed - Date

Chuck Robison 7/5/18
Printed - Date

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