

EXHIBIT A

DEFINITION OF SERVICES

A. CONTRACTOR shall provide the following services:

- 1) Prepare and deliver nutritionally appropriate and balanced meals for the Great Plates Delivered Program.
- 2) Provide approximately one hundred eighty-six (186) meals to approximately sixty-two (62) eligible program participants in the area covering the Fort Bragg area. Participants will be identified by COUNTY. CONTRACTOR may not add or delete program participants without COUNTY's prior approval.
- 3) Provide a maximum of three (3) meals per day, per program participant.
- 4) Provide meals that adhere to the following guidelines:
 - a) Breakfast low in sodium, no sugary drinks (<24 calories /8 oz. and of fruit juice, must be only one hundred (100) percent fruit juice allowed); and
 - b) Lunch and dinner a piece of fresh fruit or vegetable on each dish, and low in sodium, no sugary drinks (<24 calories /8 oz. and of fruit juice, must be only one hundred (100) percent fruit juice allowed).
- 5) Source local produce when applicable.
- 6) Prepare meals within Mendocino County.

B. Individuals providing delivery of meals, regardless if they are volunteers or employees, must complete a background check through the COUNTY to ensure safety of participants.

C. CONTRACTOR should currently not be participating in a state or federal meal service program.

[END OF DEFINITION OF SERVICES]

EXHIBIT B

PAYMENT TERMS

A. COUNTY shall pay CONTRACTOR as per the following instructions:

- 1) CONTRACTOR will be compensated for a maximum of \$66 per participant per day, inclusive of delivery and up to a maximum of \$5 per day for administrative costs. Compensation breakdown shall be as follows: \$16 for breakfast, \$17 for lunch, and \$28 for dinner.
- 2) CONTRACTOR shall submit an invoice and report (Attachment 1) to the COUNTY to request payment. Invoices shall detail the number of meals, number of participants served, and include a breakdown of costs associated with food provision, delivery and administration.

[END OF PAYMENT TERMS]