

## INFORMATION PAPER

ATZM-CES-OC  
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SUBJECT: ARMY FOOD SERVICE CONTRACTING

1. CONCLUSION: The Joint Culinary Center of Excellence (JCCoE), Concept Systems and Policy Division (CSPD) is the functional proponent for food service contracting policy and provides guidance, assistance and training to support the Installation Management Command, and tactical Commanders through the following:

a. Development and publishing of the “DA Prototype Performance Work Statement (PWS) and the DA Prototype Performance Assessment Plan (PAP) for Food Service Contract Operations”.

b. Providing Army garrisons both on-site and electronic assistance in the development of contracting documents and the administration of contracts.

c. Training IMCOM and ASCC quality assurance/ performance assessment personnel in the development and administration of food service contracts tailored to meet mission requirements. Successful completion of the JCCoE Food Service Contract Management course leads to individual certification to perform duties as a Contracting Officer’s Representative (COR) on Food Service Contracts.

d. During fiscal years 05, 06, 07, 08, 09 and thus far into 10 JCCoE, CSPD has trained over 2300 Food Service personnel in Food Service Contract Management.

2. OBJECTIVES: To prepare Army personnel and DA civilians to perform the duties of CORs as established by their contracting officer’s letter of designation. To ensure that Army Food Service Operations are properly supported through the implementation of effective, efficient food service contracts; that enlisted personnel receive their full subsistence entitlement, in a timely manner, in a clean and pleasant atmosphere. To ensure that Force Protection Measures are included in contingency contract operations. Lessons learned from past contractor performance are incorporated in new contracts to ensure best value is provided the using activity.

3. POLICY:

a. Food service contracts are authorized by HQDA policy, using appropriated funds, for enlisted personnel dining facilities as follows:

(1) Full food service for TDA and Reserve Component (RC) organizations that have no organic food operations Soldier/cooks. Full Food Service is also used extensively within contingency zones through LOGCAP contracts.

(2) Dining facility attendant services for TOE and RC organizations.

(3) Contract cook support in military operated dining facilities.

(4) LOGCAP operations in Contingency Areas.

b. The Installation Food Service Activity has responsibility for the development of the PWS, PAP, independent government cost estimate and the food service contingency plan.

c. The “DA Prototype PWS/ PAP for Food Service Contracts” is mandatory for use by all Army activities when developing Army food service contracts (AR 30-22).

d. Personnel performing duties and responsibilities as a COR must be certified through training in basic contracting and sanitation functions at least every 5 years (AR 30-22).

4. **THE WAY FORWARD:** Continue training of deploying and deployed units. Continue to provide training to the QMC, WOBC, WOAC, and FSM courses in COR responsibilities for the remainder of FY 2010 as they complete the transition to the Army Logistics University.

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