

Food Group Standards

- A. Meat or Meat Alternate Group (Protein Foods): One serving (3 ounces) of this group includes the cooked, edible portion of meat, fish, fowl, luncheon meats, eggs or cheese. Meat alternatives include cooked or dried beans or peas, nuts, or nut butter. The use of cured and processed meats shall be served no more than once per week.
- B. Vegetables and Fruit Group: Three ½ cup (or 1 cup of leafy green) servings. Preferred serving ratio is two servings of vegetables and one serving of fruit per meal. One hundred percent vegetable and fruit juices may be used occasionally. Vegetables shall be prepared with little or no fat and salt. Serve fresh or frozen vegetables whenever possible, instead of higher sodium canned vegetables. Raw vegetables and fruits should be cut fine to accommodate dental and digestive problems. Use fresh, frozen, or canned fruits packed in their own juice, or without added sugar or syrups. Weekly menus must meet vegetable subgroup requirements: 1 serving of dark green, 1 serving of beans/peas, 2 servings of red/orange, and 2 servings of starchy vegetables.
- C. Grains: Bread or Bread Alternate Group: One serving – 1 slice of bread or ½ cup of cooked grain. Serve a whole grain product at least 3 days per week. Enriched breads or alternatives may be served the remaining days.
- D. Fats and Oils: One serving – 1 teaspoon of butter, margarine, or oil. A serving is supplied with bread or with potatoes when gravy or sauce is not planned. When bread or potatoes are not part of the menu, fats and oils used in cooking can be counted for the one teaspoon in the meal pattern.
- E. Dessert Group: One serving - generally a ½ cup. Limit frequency of desserts high in sugar and fat. Reduced or sugar-free desserts shall be available to individuals who request them for health reasons. Reduced sugar options should be similar to the regular dessert offering. A sugar-free dessert option can be a piece of fruit, different than the fruit that was served with the meal.
- F. Milk Group: One serving - 8 fluid ounces. Must be in individual milk cartons that are pasteurized and fortified with Vitamin D. Milk choice must be offered: 2%, 1%, skim, and chocolate.
- G. Additional menu specifications are listed below:
 - No deep fat fried foods are allowed. Provider shall attempt to reduce the amount of fat in food served by serving more fish, poultry, lean meats, and low fat dairy products.
 - Gravies and sauces are a key component for temperature control in home delivered meals. Low fat and low sodium gravies and sauces should be used in entrees.
 - Provider shall use meat/entrees that are lower in sodium. No salt (or up to one half the usual recipe recommendation) is to be added when cooking and no salt substitutes, such as potassium chloride, shall not be used.

Meal Quality Standards

- a. AAADC and Wisconsin Bureau of Aging and Disability Resources reserve the right for designated representatives to: (1) Inspect the equipment, operation and premises of all firms prior to the award of the contract to ascertain whether the firm(s) comply with all the terms of the RFP, (2) Inspect the equipment, operation and premises of the contracted firm(s) unannounced at any time during the contract period, (3) Inspect food to be provided to determine compliance with contract terms, and to reject food not meeting such terms.
- b. The quality of food prepared and delivered shall be: pleasing to the eye, appetizing, palatable, and of such color, texture, size, and shape considered appropriate to the food items served.
- c. Special needs of older people shall be considered in all planning, food selection, and preparation. Meal feedback is taken into consideration.

- d. Each daily menu shall, on average, provide one third (1/3) of the current recommended DRI established by the Food and Nutrition Board of the National Academy of Sciences Institute of Medicine. Menus prepared in accordance with the meal pattern required by Nutrition Program Operations, [Chapter 8](#), will ensure the DRI's are met. Consultation and approval of any menu modifications is required by the Dietitian prior to serving.
- e. Weekly menus must meet vegetable subgroup requirements: 1 serving of dark green, 1 serving of beans/peas, 2 servings of red/orange, and 2 servings of starchy vegetables.
- f. Food items within the meat, vegetable/fruit, and dessert groups shall be different for the same days of each week in the month to provide for a variety of foods and nutrients so that, for example, the same meal is not served the first Wednesday of the month.
- g. Fruits shall not be repeated more than four times in one month, except those fruits provided as alternative, diabetic dessert. In which case, may be repeated up to a maximum of six times within a period of one month.
- h. Fresh fruit shall be washed prior to delivery. When fruit or vegetable juice is served it shall be delivered in individual, sealed, 4-6 ounce containers.
- i. Reduced or sugar-free desserts will be offered as close as possible to the regular dessert offering. For example: sugar-free cookie and regular cookie. Fruit is an acceptable choice for a reduced or sugar-free dessert, but it must be different from the fruit serving with the meal.
- j. Appropriate complements to entrees must be included with the meal. For example: gravy, soy/tartar sauce, salsa, sour cream, ketchup, mustard, butter, jam, individual salt/pepper packets, or topping for desserts.
- k. Recipes should be prepared using minimal salt (none or up to one half the usual recipe recommendation) and sodium containing ingredients such as: sauerkraut, olives, breads and rolls with salted tops, broths, regular commercial soup, ketchup, chili sauce, mustard, horseradish, potato chips and other snack chips, monosodium glutamate, pickles, garlic salt, onion salt, other seasoning salts, Worcestershire sauce, soy sauce, teriyaki sauce, celery salt, and cured, salted, canned or smoked meats (corned beef, ham, bacon, luncheon meats, hot dogs or frankfurters, sausage, anchovies, herring, and sardines.
- l. A meatless option shall be available each serving day and listed along with the regular menu. Only the main entrée is replaced with a meatless entrée with all other meal components remaining the same. Example: Hamburger -- meatless option would be soy burger with the remaining menu items included. The meatless option must still contain a 3-ounce equivalent of protein foods.
- m. A salad entrée option must be made available one time per week. This is offered as an optional alternative to the meatless and regular entrée options that day. The salad entrée is served with the other menu side dishes to meet the required menu pattern.
- n. Portion control methods must assure that all participants receive equivalent amounts of food as designated in the required meal pattern. Caterers will provide a detailed serving sheet that specifies the specific scoop or spoodle size to be used when serving each food.