

SAUK COUNTY AGING & DISABILITY RESOURCE CENTER

2020

Contract between Sauk County Aging & Disability Resource Center

And

Gani Ahmetaj, dba Sauk City Catering, LLC

This contract is made by and between Sauk County, a political subdivision of the State of Wisconsin, through its Sauk County Aging & Disability Resource Center Senior Meal Program (hereafter Sauk ADRC), and Gani Ahmetaj, Owner of Sauk City Catering for the provision of home delivered meals to the Sauk County Senior Meals Program. Effective dates of this contract are July 1 through July 31, 2020. This contract may be extended on month to month basis.

Contract Information:

For Sauk ADRC

Susan Blodgett
505 Broadway
Baraboo, WI 53913
(608)355-3289
Susan.blodgett@saukcountywi.gov

For Vendor:

Gani Ahmetaj
207 Water St. Suit E
Sauk City, WI 58538
(608)546-1110
bhg.restaurant@gmail.com

Sauk ADRC and Vendor agree as follows:

1. Vendor Obligations

- a. Prepare home delivered meals that meet the state nutritional standards under the Older Americans Act in individual Oliver trays to be either frozen or left in hot meal form for delivery by Sauk County volunteers or staff in the Sauk County Senior Nutrition Program.
- b. Provide to Sauk ADRC statement of compliance with Wisconsin food code, including facility license, certification of staff handling and preparing food (food manager certification), to include all staff handling and preparing food.
- c. Provide confirmation of insurance coverage for duration of this contract time period, including workers compensation, comprehensive and general liability, for Vendor and Sauk ADRC and Sauk County.
- d. Allow Sauk ADRC staff to inspect the food preparation and storage areas of Vendor.
- e. Vendor is responsible for the purchase, care, maintenance, and security of the food preparation facility and equipment, including food transport equipment.

- f. Provide enough meals weekly that Sauk County's home delivered meal clients receive their weekly allotment.
- g. Provide meals that comply with the requirements of GWAAR and consist of the following:
 - 1) Three (3) oz. cooked edible portions of lean meat, fish, fowl, or other protein source; or
 - 2) Two (2) oz. cooked edible portion of protein is allowed in a casserole type menu item; and
 - 3) Three one-half (1/2) cup servings of vegetables and fruit, consisting of either: ½ cup fresh, frozen, or canned (cooked or raw fruit or vegetable), or ¼ cup dried fruit, or 1 cup raw leafy greens, or ½ cup 100% fruit or vegetable juice. The dental and digestive issues for some older persons should be considered in the selection of vegetable and fruit items; and
- h. Follow the printed menu provided by the Columbia County ADRC as it has been nutritionally analyzed by the ADRC's contracted dietitian. No substitutions allowed.
- i. Submit to Sauk ADRC on the 5th day of each month, a detailed invoice of the previous month showing the number of meals, and dates they were provided. The ADRC site staff will oversee all record keeping requirements.

2. Sauk ADRC obligations:

- a. Pay the Vendor \$5.75 per meal, based upon Vendor's properly submitted monthly invoice.
- b. Within 45 days receipt of monthly invoice, pay Vendor for previous month's meals.

3. Protected Health Information

- a. This contract will comply with the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and HIPAA's implementing regulations dealing with the security, confidentiality, integrity and availability of health or health-related information specific to those services described in this contract and performed by the Vendor and the Sauk ADRC.
- b. The Vendor and Sauk County ADRC will not use or disclose any PHI (personal health information) received from the other, except in performance of those functions described in this contract.
- c. Both the Vendor and Sauk ADRC will hold such PHI in confidence and use or further disclose of this PHI will be pursuant of receipt of this signed contract.

4. Termination

- a. This Agreement may be terminated by either party by thirty days (30 days) written notice to contract person indicated in this Agreement. Vendor is obligated to fulfill its obligations pursuant of this contract during the 30 day notice period.
- b. Sauk ADRC may terminate this Agreement without notice if Vendor does not adhere to nutrition menu, or if Vendor fails to comply with Wisconsin and Sauk County licensing and certification requirement, or if food contamination is determined by Health Department.

5. Laws

- a. This contract shall be governed and interpreted by the laws of the State of Wisconsin and is meant to replace any and all prior understandings or agreements, written or verbal, on the subject matter hereof.

This contract constitutes the entire agreement between the Vendor and Sauk ADRC. Both parties have read, understand and agree to the terms of this Contract.

Susan Blodgett
Susan Blodgett, Sauk ADRC Director

June 29, 2020
Date

Margaret Allen
Margaret Allen, Sauk ADRC Nutrition Director

6/29/2020
Date

Gani Ahmetaj
Gani Ahmetaj, Owner of Sauk City Catering, LLC

6/30/2020
Date