



Mid Klamath Watershed Council

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Request for Bids

Klamath-Siskiyou Outdoor School (KSOS) Caterer

June 24-29, 2024

Summary: This position will entail preparing meals for the Klamath-Siskiyou Outdoor School youth program. The caterer will be responsible for planning the menu, purchasing and preparing food, setting up a “pop-up” kitchen or delivering meals, and dealing with meal waste. The work will be conducted at the Forks of Salmon Elementary School and at Carter Meadows.

Job Duties

- Plan and prepare a menu of healthy, well-balanced meals
- Purchase necessary ingredients for meals and accommodate dietary restrictions
- Set up a kitchen to prepare meals at the Forks of Salmon Elementary School and Carter Meadows, a wilderness area near Callahan, CA

Meal Schedule

Each meal should feed ~30 people. Exact numbers will be given closer to the event.

June 24: Forks of Salmon Elementary School - Dinner

June 25: Forks of Salmon Elementary School – Breakfast & Lunch; Carter Meadows (wilderness area) - Dinner

June 26: Carter Meadows - Breakfast & Sack Lunch

June 27: None

June 28: Forks of Salmon Elementary School - Dinner

June 29: Forks of Salmon Elementary School - Breakfast and Lunch

Skills/Experience Required

- Meal planning and cooking meals for large groups, especially youth
- Ability to create a healthy, well-balanced meal

Qualifications

- Food Handler’s License
- Additionally insured certificate
- Proof of worker’s comp insurance or a sole proprietor letter
- Ability to pass a criminal background check

Interested bidders must provide a cost per meal for services and a sample menu. This cost per meal number should include time spent shopping, prepping, cooking and cleaning, mileage for picking up ingredients, and the cost of ingredients. Please estimate a total number for all services and cost, and divide by 270 to get the cost per individual meal.

The sample dinner menu must include at least 1 fruit, 2 vegetables, a protein, a grain, 1 beverage option (other than water), and a dessert. The sample breakfast menu must include at least 1 fruit, 1 protein, and 1 grain. Please provide as much local and organic food as possible.

Meals will be eaten at Forks of Salmon Elementary School and Carter Meadows (wilderness area).

Bids will be reviewed April 12, 2024.

We encourage potential applicants to read about our organization on our website.

If interested, submit a bid for contract that includes the sample menu and cost per meal to youth-programs@mkwc.org or hardcopy to: Mid Klamath Watershed Council, Attn: Carol Earnest, PO Box 409, Orleans, CA 95556. For more information, call Carol Earnest at [530-627-3202](tel:530-627-3202).

MKWC gives preference to Economically Disadvantaged business enterprise, Service Disabled Veteran Business Enterprise, Minority Business Enterprise, Women Owned Business Enterprise, Native American Tribally Owned Business.