



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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Procurement for School Nutrition Programs in the 21st Century

January 11-12, 2016

Deep River Event Center

606 Millwood School Road, Greensboro, NC 27409

Tentative Agenda

Day 1	Day 2
9:30 a.m.Registration 10:00 a.m. - 4:00 p.m.....Class	8:30 a.m. - 2:30 p.m. Class

Outline of Instruction:

- I. Principles of Good Procurement
- II. Regulatory Environment of Procurement
- III. Small Purchase Processes
- IV. Formal Purchase Process
- V. Non-Competitive Procurement
- VI. Developing Product Specifications
- VII. Creating and Issuing Competitive Procurement Documents
- VIII. Procuring Local Foods for Use in the School Nutrition Program
- IX. Ethics and Procurement
- X. Contract Administration

Course Objectives:

- Recognize ethical practices for procurement.
- Understand the relationship of standardized recipes to accurate ordering and inventory management.
- Comprehends methods to project food and supply needs.
- Understands the fundamentals of developing specifications for food products, supplies, and equipment that incorporate quality and/or performance indicators.
- Becomes familiar with guidelines for procurement and processing of USDA foods following federal and state regulations.
- Understands basic principles of requests for proposals (RFP), formal bidding, and informal bidding (quotes).
- Follows the structure of procurement channels from manufacturer to the school nutrition program for food, supplies, and equipment.

SCHOOL NUTRITION SERVICES

SAFE AND HEALTHY SCHOOLS SUPPORT DIVISION

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