

Procurement Regulation

While a geographic preference may be used to encourage the purchase of locally grown and locally raised products, this provision does not eliminate the requirement for procurements to be conducted in a manner that allows for free and open competition.

As of October 1, 2008, Child Nutrition Programs can apply a geographic preference (state, county and/or region) when procuring unprocessed locally grown and locally raised agricultural products, that have not been cooked, seasoned, frozen, canned, or combined with any other products.

The new Farm Bill allows institutions receiving funds from the Child Nutrition Programs to apply a geographic preference when procuring unprocessed locally grown or locally raised agricultural products.

Schools are still required to allow free and open competition when procuring local foods. Good procurement is competitive and allows for free and open competition. An institution must still get quotes from several farmers when procuring unprocessed locally grown or locally raised agricultural products, so that competitors have an opportunity to compete for the bid.

Procurement Options:

Informal Procurement Method:

If the purchases fall below the district's (or state's if it is more restrictive) small purchase threshold, the school food authority (SFA) may simply want to approach approximately 3-4 local producers and obtain price quotes.

If the procurement exceeds the small purchase threshold, a formal procurement method is required.

Formal Procurement Method:

Methods must be used which would involve a sealed bidding process or the competitive negotiation process.



This would entail public notification of the solicitation; however, when procuring locally unprocessed agricultural products the notification may be focused on the area in which the school is situated as a criteria of the solicitation.

In a situation where the solicitation for locally unprocessed agricultural products is in fact open to offers beyond the local area, a way in which to apply a geographic preference is to grant preference points to the local farmers who respond to the solicitation.

Geographic preference can only be applied to the procurement of unprocessed agricultural products which are locally grown and locally raised, and that have not been cooked,

It is also important to note that all milk served in the Child Nutrition Programs must be pasteurized and meet state and local standards. Pasteurized milk is the only dairy product for which geographic preference may be applied.

components and retain their inherent character (are still recognizable).

seasoned, frozen, canned, or combined with any other products.

What does unprocessed mean in the rule above?

Unprocessed products are defined as not having significant value added

Per the USDA, the following *do meet* the meaning of the term “unprocessed”:

- Products that have been chopped, cut, sliced, diced or shucked
- Handling and preservation techniques such as cooling, refrigerating, freezing; size adjustment through size reduction made by peeling, slicing, dicing, cutting, chopping, shucking, and grinding; drying/dehydration; washing; the application of high water pressure or “cold pasteurization”; packaging (such as placing eggs in cartons) and vacuum packing and bagging (such as placing vegetables in bags); butchering livestock, fish and poultry; and the pasteurization of milk.

Additionally, using a minimal amount of preservatives on locally grown produce may be needed for the purpose of preventing spoilage and would be acceptable.

What is Considered Local?

How is “local” defined in the Farm Bill?

Due to the geographic diversity in each state, the institution responsible for the procurement may define the area for any geographic preference (e.g., state, county, region, etc.). However, it is important to keep in mind that local preference should not be defined in a way that unnecessarily limits competition.



Procurement Q/A

Can an SFA purchase food directly from a farmer?

Yes, as long as the SFA observes the procurement rules that apply when purchasing food with the school foodservice account money.

What are the available procurement methods?

Several procurement methods are available to purchase food products. All are designed to provide open and free competition. SFAs should identify which method best meets the needs of the Farm to School project that is in place. The three most frequently used procurement methods are:

Competitive Sealed Bids – A method of procurement whereby sealed bids are publicly solicited and a fixed-price contract is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bid, is lowest in price.

Competitive Proposals – A method of procurement whereby proposals are requested from a number of sources and the request for proposal is publicized, negotiations are conducted with more than one of the sources submitting offers, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate. Competitive negotiation may be used if conditions are not appropriate for the use of competitive sealed bids.

Small Purchase – A relatively simple and informal procurement method that is appropriate for a procurement of food, services or supplies costing not more than \$100,000 (the current federal small purchase threshold), or a lesser amount specified by state law or local requirements. SFAs must check with their administering state agency and local officials to determine whether the state/local small purchase threshold is less than the federal threshold and the state or local small purchase procedures that must be followed.

If the SFAs anticipated annual purchase of a particular product will be less than the applicable small purchase threshold, the SFA can use these simplified procedures and contact a number of local farmers. While the state small purchase threshold is currently set at \$25,000, SFA's must always check with their local officials since many districts have lower small purchase thresholds.

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PLUM AND PLUOT FACTS:
 A cross between a plum and an apricot
 and 25% Apricot to be exact.
 Sometimes called "Dinosaur Eggs" due
 to their speckled coloring.
 Idaho is the largest producer of
 plums in the nation in plum production
 and plums are harvested in
 September.

NUTRITION IN
 Plums and Pluots
 protect against can
 Plums and Pluots
 and anti-oxidants
 Plums are high in
 you energy!



PUMPKIN/SQUASH FACTS:
 Common winter squash varieties grown in Idaho
 include pumpkin, acorn, butternut, and spaghetti.
 Idaho squash is available generally September
 through November, making this nutritious food a
 popular side dish for many holiday meals.

NUTRITION
 Squash and
 Vitamin A.
 Squash and
 Vitamin C.
 Squash a
 fat and p
 Idaho pum
 decorative
 iodine.

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NUTRITION FACTS:
 Honey is made up of several sugars (fructose,
 glucose, sucrose and others) formed from nectar
 by bees.
 The calories in honey and white sugar are nearly the
 same (1 tsp of honey has 21 calories, one tsp of table
 sugar has 15 calories).
 Honey is sweeter than table sugar, so you need less
 to sweeten foods.
 Honey contains antioxidants.
 Honey does not spoil, it has a very long shelf life.

IDAHO FACTS:
 Idaho honey bees produce approximately 3.5
 pounds of honey each year.
 An average Idaho worker honey bee only makes
 about 1/12 of a teaspoon of honey in her entire
 lifetime.
 With approximately 90,000 colonies (groups
 of bees that live together in a hive) in the state,
 Idaho ranks 11th in the nation for honey production.
 A hive of honey bees fly over 55,000 miles to
 produce one pound of honey.
 The color and flavor of honey differ depending
 on the bees' nectar source (flower blossoms)—Idaho
 produces mostly clover honey, in which bees feed
 on the nectar of clover plants that are grown for
 honey. The bees create for a mild, floral flavored honey.



IDAHO APRICOT FACTS:
 Idaho grows the popular Gold Rich variety
 of apricots, typically a much larger and sweeter
 than apricots from other states.
 Idaho apricots are generally available from
 late August through October.

Top Producing