



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

December 11, 2023

Eric Waddell
Superintendent
Kittery Public Schools
200 Rogers Road
Kittery, ME 03904

Dear Superintendent Waddell:

The SY 2024 School Nutrition Program Procurement Review has been completed. There were no findings.

This is to notify you that this is the final action and the Procurement Review is now closed. Should you have any questions, please contact Sarah Platt at 592-2410 or email sarah.d.platt@maine.gov.

Sincerely,

A handwritten signature in cursive script that reads 'Jane McLucas'.

Jane McLucas
Child Nutrition Director

JM/SP/pn



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**Procurement Review Report
Kittery School Nutrition Program
SY 2024**

A review of the District Name School Nutrition Department procurement practices from SY2023 was conducted to ensure compliance with Federal Regulations 2 CFR 200, 7 CFR 210, as well as applicable local laws.

Code of Conduct- No findings.

Procurement Procedures- No findings

Micro-Purchases- No findings.

Small Purchases- N/A

Formal Purchases- The Kittery School Nutrition Department is a member of the York-Cumberland Buying Group buying group. Documentation for the solicitation and award of a prime vendor contract was reviewed. There are no findings.

We appreciate the assistance provided throughout the review process. Feel free to contact the reviewer with any questions at Sarah.d.platt@maine.gov and 207-592-2410.