



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

February 23, 2021

**RSU 67 Nutrition Program  
SY 2021 Procurement Review Report**

A procurement review of the RSU 67 Nutrition Department based on SY 2020 procurement 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**- The following language was missing from RSU 67's procurement procedures.

1. The procurement of food will be compliant with the Buy American Provision as outlined in 7 CFR 210.21.
2. Steps to assure that small, minority and women's businesses and labor surplus firms are used when possible.

A sample policy can be found on the DOE, Child Nutrition Website. It includes all the required language and procedures for purchasing within district's federal nutrition program. The sample policy can be found at: <https://www.maine.gov/doe/schools/nutrition/programs/nslp/ar> under "Sample Procurement Procedures and Code of Conduct Template".

**Micro Purchase**- No findings. Documentation reviewed from SY 20 found that RSU 67 uses micro purchase procurement procedures with equivalent acquisitions between the two food distribution competitors in the region.

**Small Purchases**- No Findings

***Required Corrective Action***- Correct RSU 67's Procurement Procedures/Policy to reflect the required language outlined in the Child Nutrition sample policy and submit to the Reviewer the updated and approved

**Date Due: April 1, 2021**

We appreciate the assistance provided throughout the review process. Feel free to contact me with any questions at [kaitlin.fayle@maine.gov](mailto:kaitlin.fayle@maine.gov) or 207-592-4198

Sincerely,

DocuSigned by:  
*Walter Beesley*  
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Walter Beesley  
Child Nutrition Director

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CC: Lisa Morin