



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

JANET T. MILLS
GOVERNOR

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COMMISSIONER

February 1, 2021

**SY 2021 Procurement Review Report
Millinocket School Nutrition Program**

A procurement review of the Millinocket Public Schools Nutrition Department 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 Procurement Procedures in DJ-R Federal Procurement manual specifically noted that it was not applicable to Child Nutrition Programs.

Micro-Purchases-No findings, the nutrition program correctly follows micro-purchase procedures. Federal law requires that micro-purchases be reasonable and equitably distributed among qualified suppliers. Receipts must be kept as documentation.

Small Purchases-Millinocket Schools follows small purchase procedures for both bread and milk. The solicitation documents for these items did not provide product specification that included the Buy American Provision.

Formal Purchases- Not applicable, the school food authority does not conduct formal purchases.

Procurement Procedures Required Corrective Action- The Federal Procurement Manual DJ-R will need to be revised to remove the lines that exempt the Nutrition Programs. Revise and submit a copy to the State Agency.

Date Due: March 1, 2021

Small Purchase Procedures Required Corrective Action -Submit a template of a solicitation document to be used in the future with buy American language included for product specifications.

Date Due: March 1, 2021

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

Sincerely,

DocuSigned by:
Walter Beesley
1BDE853D88744C7
Walter Beesley, Child Nutrition Director

WB/KF/pp

CC: Sharon Darling