



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

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GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

February 23, 2021

**RSU 29 School Nutrition Program  
SY 2021 Procurement Review Report**

A procurement review of the RSU 29 School Nutrition Department's procurement practices of SY 2020 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 provided specifically noted that it was not applicable to Food Service.

***Required Corrective Action***- The Federal Procurement Manual will need to be revised to remove the lines that exempt the Nutrition Programs. This will need to be submitted to the State Agency.

Corrective Action Due: March 31, 2021

**Micro-Purchases**- No findings.

**Small Purchases**- It was indicated that RSU 29 has a formal contract with LePage Bakeries for bread. Upon further review the agreement with LePage falls under the Small Purchase guidelines. Because federal dollars are being spent "But American" language needs to be included in any solicitation requesting quotes.

***Required Corrective Action***- A copy of the request for quotes that RSU 29 will use for the SY22 contract will need to be submitted to the State Agency.

Corrective Action Due: March 31, 2021

**Formal Purchases**- The program does not have any formal contracts

We appreciate the assistance provided throughout the review process. Feel free to contact me with any questions at [michele.bisbee@maine.gov](mailto:michele.bisbee@maine.gov) or 207-592-6076.

Sincerely,  
DocuSigned by:

*Walter Beesley*

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Walter Beesley

Child Nutrition Director

WB/MB/pp

CC: Karen Carmichael