BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A. Sims, Superintendent

From: Donnika Turner, Interim Executive Director of School Nutrition
Dr. Elaine M. Wilson, Executive Director of Procurement

Subject: FY 2027 – Nutrition Temporary Staffing Services Renewal

Summary

The School Nutrition Department is seeking Board approval to issue a purchase order as needed for temporary staffing for FY27. This will be the fourth year of the four-year agreement for IFB 23-056 if approved.

Background

The School Nutrition Department continues to experience severe staff shortages. During the 2024-2025 school year, School Nutrition was unable to fill and retain 47% of the positions needed to operate effective nutrition services. To maintain regulatory compliance as required by USDA (United States Department of Agriculture) and GaDOE (Georgia Department of Education), the Nutrition Department needs to utilize as-needed contracted personnel. Nutrition assistants are temporarily required for short and long-term assignments to provide compliant student meal services.

The Bibb County School District released IFB 23-056 for School Nutrition Temporary Staffing. Despite continuing to recruit throughout the year, the District has been unsuccessful in filling all employee vacancies. Using contract companies broadens the pool of potential service providers, allows flexibility in staffing levels, and supports budgeting and financial planning.

Qualified Staffing and Open Work have met the IFB 23-056 criteria and may be utilized to provide temporary staffing services.

Temporary Staffing	
Vendors	**FY 2027**
Open Work and Qualified Staffing	$490,000
Total	**$490,000**

Recommendation

It is recommended that the Bibb County Board of Education approves the awards to the listed vendors for School Nutrition temporary staffing on an as-needed basis in the amount not to exceed $490,000 for FY2027. These funds will come from the School Nutrition Budget.

Superintendent's Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved