

ACTION MEMORANDUM

TO: Bibb County Board of Education

FROM: Timikel Sharpe, Executive Director of School Nutrition

SUBJECT: Approval of Expenditure for Offsite Freezer Storage

Summary

The School Nutrition Department is seeking approval to spend \$190,000.00 for off-site food storage for FY 2021. Per Board Policy DJEAA, the Board of Education must approve expenditures in excess of \$150,000.00.

Background

School Nutrition uses Lineage Freezer Storage of Macon as a back-up facility to store USDA direct shipment deliveries. This year, the quantity of commodity food items needing to be stored at the off-site facility is higher than normal. This is due to the reduction in school nutrition participation numbers for the 2020-21 school year. The reduced numbers were a result of the various learning models utilized by the District including virtual learning and reducing the number of students that can be accommodated for face-to-face instruction.

The School Nutrition Department executes an annual agreement with Lineage Freezer Storage for this service based on expected storage use for the year. They are the only local provider of this specialized service that is USDA compliant. Normally, this expenditure does not reach the threshold amount requiring Board approval. However, this year the spending threshold amount is expected to exceed \$150,000.00 before the end of the fiscal year. Fees are charged based upon the quantity of food stored and the number of times food is picked and pulled by the department. Based on current trends, the department anticipates this expenditure will total \$190,000.00 for FY 2021.

Recommendation

It is recommended that the Bibb County Board of Education approve the expenditure in the amount not to exceed \$190,000.00 for offsite freezer storage with Lineage Freezer Storage of Macon.

Superintendent's Comments and Approval

<u>Superintendent's Comments</u>	
Dr. Curtis L. Jones, Jr.	Approved