



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

February 12, 2021

**RSU 54 School Nutrition Program  
SY 2021 Procurement Review Report**

A procurement review of the RSU 54 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 district Procurement Procedures reference Policy DJR- Federal Procurement Manual. The manual listed exceptions to the procedures, including Federal Child Nutrition Programs. This is incorrect as all federal child nutrition programs follow federal procurement regulations, which are described in the manual.

***Required Corrective Action:*** *Remove incorrect language and send updated Federal Procurement Manual to the reviewer.*

*Date Due: March 12, 2021*


**Micro-Purchases**- No findings.

**Small Purchases**- No findings.

**Formal Purchases**- RSU 54 is a member of the Kennebec Alliance buying group. Corrective Action had been required for the formal contract for this group. Current documentation for the solicitation and award of a prime vendor contract was reviewed and is compliant with federal procurement regulations.

We appreciate the assistance provided throughout the review process. Feel free to contact me with any questions at [stephanie.stambach@maine.gov](mailto:stephanie.stambach@maine.gov) or 207-215-9437.

Sincerely,

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

WB/SS/pp

CC: Jana Wacome