



Talawanda City School District Board of Education

131 W. Chestnut Street, Oxford, Ohio 45056

Phone: (513) 273-3100 Fax: (513) 273-3113 www.talawanda.org

Talawanda City School district is seeking quotes for a negotiated service arrangement for School Nutrition Consultation of District Food Service Programs.

Service Type: **Child Nutrition Consulting Company for the 2022-2023 School Year .**
Contractor is not an employee or employer of the school district and will act as an Independent Contractor.

Purpose: School Nutrition Consultant of District Food Service Programs.

Timeline: Quotes to be submitted by 4/15/2022 at 1:00 PM. Please send all quotes to Talawanda City School District, Attn: Shaunna Tafelski, Treasurer, 131 W. Chestnut St. Oxford, OH 45056 or at tafelskis@talawanda.org with the subject line stating – School Nutrition/Food Service RFQ.

Services Required:

Consulting/Compliance/Nutrition Services:

- Consult for the school district's National School Lunch, Breakfast and After School Snack Program; with a minimum of four (4) building visits per school year.
- USDA NSLP Sponsor Application and annual Public Release.
- Parent/Community Letter Compliance Updates, including: Free and Reduced Application, Eligibility Determination, Direct Certification, Verification and any Adverse Action.
- Review Free and Reduced application approval and verification results and report.
- Create monthly menus with automated production records with Website updates (including allergens).
- Nutritional Spreadsheet, USDA 6 cent compliance worksheet and menu analysis.
- Civil Rights Compliance Training
- On-Site Review Compliance
- Non-program Foods calculation
- Paid Lunch Equity
- Meal identification content recommendation for meal signage
- Non-Discrimination signage audit
- Health Department Inspection Tracking
- Smart Snack Compliance Review
- Community Eligibility Evaluation and Reporting
- Pricing Evaluation and Recommendation for students and adults
- Administrative Review Compliance
- Enter monthly Claims in CRRS

Purchasing/Procurement Services:

- Procurement Review Assistance and oversight, including Buy American Compliance.
- Order guide of approved products for menu including all food and misc. supplies.
- Monitor Commodity Usage

Representation Services:

- TSD Board Policy Review: HACCP, Wellness, Foodservice, Charge (Debt) Development
- Foodservice equipment evaluations and purchase recommendations
- Potable Water Regulation Review
- Required Notifications, including breakfast, summer feeding and charge policy
- Forms, including but not limited to: Professional Standards Log Sheet, Allergy,
- Foodservice Handbook
- Standardized recipe book for all menu items.
- Quarterly Profit and Loss Statement by building.
- Quarterly Reconciliation of Food Service Records.