

School Food Service Training

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| TOPIC: | Procurement |
| DATE: | Tuesday, September 10, 2019 |
| TARGET AUDIENCE: | New and Experienced SFS Directors, Staff Responsible for Procurement |
| LOCATION: | LSU Pennington Biomedical Research Center Pennington Conference Center – Room 326 6400 Perkins Road Baton Rouge, LA 70808 |

| | | Learning Topic Codes** | CE Hours* |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|
| 8:30 – 9:00 a.m. | Registration | | |
| | Overview | | |
| 9:00 – 10:00 a.m. | Formal Procurement <ul style="list-style-type: none"> • Invitation for Bid (IFB) • Request for Proposal (RFP) • Cost Reimbursable | 2400, 2420 | 1 |
| 10:00 – 10:15 a.m. | BREAK | | |
| 10:15 a.m. – 12:00 p.m. | Informal Procurement <ul style="list-style-type: none"> • Micropurchases • Small Purchases | 2400 | 1.75 |
| | SFA Procurement Table in Procurement Tool | | |
| 12:00 – 12:45 p.m. | LUNCH | | |
| 12:45 – 2:00 p.m. | Procurement Plan | 2400 | 1.25 |
| 2:00 – 2:30 p.m. | Procurement Review Process | 2400 | .50 |
| 2:30 – 2:45 p.m. | BREAK | | |
| 2:45 – 3:15 p.m. | Procurement Review Issues | 2400 | .50 |
| 3:15 – 4:00 p.m. | Food Service Management Companies | 2460 | .75 |
| 4:00 – 4:30 p.m. | Question and Answer Final Comments Adjourn | | |

***Total Continuing Education (CE) Hours: 5.75**

****Learning Topic Codes:** 2400 Purchasing/Procurement, 2420 Bid Solicitation and Evaluation, 2460 Contracts with Food Service Management Companies