

## School Food Service Training

<b>TOPIC:</b>	<b>Procurement</b>
<b>DATE:</b>	<b>Tuesday, August 28, 2018</b>
<b>TARGET AUDIENCE:</b>	<b>New and Experienced SFS Directors, Staff Responsible for Procurement</b>
<b>LOCATION:</b>	<b>LSU Pennington Biomedical Research Center Pennington Conference Center – Room 326 6400 Perkins Road Baton Rouge, LA 70808</b>
8:30 – 9:00 a.m.	Registration
9:00 – 10:00 a.m.	Overview
10:00 – 10:15 a.m.	<b>BREAK</b>
10:15 – 11:00 a.m.	Formal Procurement <ul style="list-style-type: none"> <li>• Invitation for Bid (IFB)</li> <li>• Request for Proposal (RFP)</li> <li>• Cost Reimbursable</li> </ul>
11:00 a.m. – 12:00 p.m.	Informal Procurement <ul style="list-style-type: none"> <li>• Micropurchases</li> <li>• Small Purchases</li> </ul> <p>SFA Procurement Table in Procurement Tool</p>
12:00 – 12:45 p.m.	<b>LUNCH</b>
12:45 – 2:00 p.m.	Procurement Plan
2:00 – 2:30 p.m.	Procurement Review Process
2:30 – 2:45 p.m.	<b>BREAK</b>
2:45 – 3:15 p.m.	Procurement Review Issues
3:15 – 4:00 p.m.	Food Service Management Companies
4:00 – 4:30 p.m.	Question and Answer Final Comments Adjourn