



## SAVE THE DATE!!

Thursday, March 7, 2013

8:00 am to 4:00 pm at The Sheraton Hartford South  
100 Capitol Blvd., Rocky Hill, CT



Come and join the The Department of Administrative Services and Department of Education for a Training Session followed by a USDA Foods Further Processed Food Show. Many USDA further processors and brokers will be on-hand to show their products for school year 2014.

*You will leave the Procurement Training and Food Show with the tools you need to create a food bid and/or RFP!*

Thursday, March 7, 2013

8:00 a.m. – 9:00 a.m. Breakfast

9:00 a.m. – 11:45 a.m. Training

12 noon – 4:00 p.m. USDA Foods Further Processing  
Food Show

**Carryover Balances at the Processor:** On November 30, carryover balances at the processors will be transferred from the schools' accounts to the state's name and the commodity will be made available to all schools. Schools should reference USDA policy (FD-040, January 12, 2005: Commodity Inventory Reduction at Further Processors: [http://www.fns.usda.gov/fdd/PolicyMemo/pmfd040\\_SP-FurtherProcessorsInventory.pdf](http://www.fns.usda.gov/fdd/PolicyMemo/pmfd040_SP-FurtherProcessorsInventory.pdf)) for when inventory draw-down occurs in relation to the different value pass through methods. Since there may be a delay in inventory draw-down at the processor end, please keep this in mind when reviewing inventory balances.

**All USDA Foods should be out of SYSCO by June 30, 2013:** The FDP office recommends school districts receive all USDA Foods in the school year they are ordered. USDA Foods left in the warehouse over the summer may be forfeited by the school district and will be subject to storage fees.

**Department of Defense (DoD) Program:** A new state record \$3 million has been allocated to the DoD Program with 93 school districts are participating for SY 13!

As a reminder, FDP will assess the monthly entitlement expenditures for all participating districts. For districts with little or no entitlement dollar expenditure, FDP will, without warning, re-allocate available entitlement dollars to other participating school districts.

The DoD contract with AT Siravo expires in Sept. 2013. DoD is in the process of creating a new bid and will keep us posted on the progress. They will let us know when the contract is awarded and who the contract has been awarded to.

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**WBSCM Catalog for School Year 13-14:** The SY 13-14 catalog will be open in the near future. We will provide instructions and ordering due dates in an email when the catalog is open.

**Refresher WBSCM Training:** FDP will be offering refresher WBSCM ordering and report training in February 2013. Anyone that wants to bring their completed worksheets to the training are welcome to. There will be time left at the end of the training for folks to put their orders in WBSCM. You only need to attend if you don't think you can place your orders without our assistance. We will send out an invitation email with instructions later this month.

**WBSCM Manual:** USDA has made some slight changes to the WBSCM Login Screen and the WBSCM website. You probably won't need the new manual, but we have a revised version just in case you need it. The Web Supply Chain Management (WBSCM) Manual is available on-line: <http://das.ct.gov/FedFood/Home/FINAL%20WBSCM%20RA%20Manual%20Sept%2020%202012.ppt>

**NEW - The Swap Post:** No more waiting until the Sysco Allocation Report to find out how many cases you requested were really transferred to your district! There's a report on the Market Place entitled "Swap Post Redistribution Report"

<http://das.ct.gov/FedFood/Swap%20Post%20Redistribution%20Report.pdf>

This report will be updated by the 5 and 15 of every month with the items that were approved and transferred to all requesting districts. We have several USDA Foods posted on the Swap Post for SY 12-13 and many are new USDA Foods that we've never offered before. Please go to the website to see what's available and follow the instructions for requesting Swap Post Items.

The Swap Post is on the Food Distribution website: [http://das.ct.gov/FedFood/News/SwapPost/WECAFS\\_SwapPost.asp](http://das.ct.gov/FedFood/News/SwapPost/WECAFS_SwapPost.asp)

The Swap Post Rules: <http://das.ct.gov/FedFood/News/SwapPost/SwapPostRules.doc>

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## **Contracting with a Food Service Management Company (FSMC) - Crediting for the Value of**

**Commodities Received:** Food Service Management Companies shall use the following when crediting school districts for the value of USDA Foods (formerly known as commodities). We have tried to make your jobs a little easier. The Shipping and Billing Reports on the Market Place website are now showing the November 15 file price. No more additional calculations, just provide the Shipping and Billing Report to the district! School districts shall use this information to verify they are receiving the proper credits for the value of USDA Foods received.

Below are links to the USDA November 15 file. This shall be used when providing the district with the USDA Foods purchase prices for School Year 2013 for crediting for the value of USDA Foods received. The cheese pricing discounts for Rebates/Fee For Service or Net Off Invoice may be different than the USDA purchase price for the cheese. Both values shall be considered, the USDA purchase price, which you will find on the November 15 file, and the FNS Cheese Pricing for SY 13 for USDA Foods processing discounts for the value of USDA Foods.

USDA Foods File Report for SY 13: [http://www.fns.usda.gov/fdd/pcims/pricing/SY13\\_Nov15ListofMaterials.xls](http://www.fns.usda.gov/fdd/pcims/pricing/SY13_Nov15ListofMaterials.xls)

Cheese discount price for processing is \$1.5407, here's a link to the USDA Memo: [http://www.fns.usda.gov/fdd/pcims/pricing/SY13\\_Cheese-Pricing.pdf](http://www.fns.usda.gov/fdd/pcims/pricing/SY13_Cheese-Pricing.pdf)

If a portion of the commodity dollars have been allocated to the DoD Program, the value of the produce at time of purchase by DoD is to be credited to the district.