

**SAN DIEGO FARM TO SCHOOL INFORMAL PROCUREMENT:
LOCAL FOODS FROM URBAN AGRICULTURE SITES**

San Diego Unified School District
April 2013

Solicitation Number:

For office use only

Purpose: The purpose of this document is to outline the informal procurement process for small threshold purchases for food defined as San Diego Local Grown specifically on Urban Agricultural sites as part of our Farm to School program (FTS). San Diego Unified School District’s (SDUSD) FTS program seeks to increase children’s participation in the school meal program and consumption of fruits and vegetables, thereby improving childhood nutrition, reducing hunger, and preventing obesity and obesity-related diseases. We seek to do the above by enhancing the health of our school meals by decreasing the distance food travels between farmers and students to 25 miles from the San Diego County border and using our annual fresh fruit and vegetable budget for local fresh foods.

What is Farm to School? Farm to school connects schools (K-12) and local farms with the objectives of serving healthy meals in school; improving student nutrition; providing agriculture, health and nutrition education opportunities; and supporting local and regional farmers. FTS, at its core, is about establishing relationships between local foods and school children by way of including, but not limited, to:

- Local Products in School Meals – breakfast, lunch, after-school snacks; and in classrooms: snacks, taste tests, educational tools.
- Food systems curriculum and experiential learning opportunities such as school gardens, farm tours, farmer in the classroom sessions, culinary education, educational sessions for parents and community members, and visits to farmers’ markets.

San Diego Unified School District’s (SDUSD) Long-Term Farm to School Goals:

1. Strive to purchase and use local fresh fruits and vegetables in our food service programs . These programs include, but are not limited to, the School Breakfast Program, National School Lunch Program, Afterschool Snacks, Childhood Development Centers, and Summer Lunch Programs.
2. Serve one “all local” lunch per month.

3. Use sustainably-raised hormone and antibiotic-free meat and/or protein sources in school meals; use locally-raised proteins when possible.
4. Develop supplemental FTS activities and experiential learning opportunities for students, such as:
 - a. School gardens,
 - b. Nutrition education,
 - c. Farm-based education activities, and
 - d. Cooking education.
5. Create community and vendor partnerships which support the goals of SDUSD's FTS program.

SAN DIEGO LOCAL FROM URBAN AGRICULTURE SITES is defined for the purpose of this informal bid as minimally processed agricultural products (as defined by the USDA rule 7 CFR 210.21; 220.16; 215.14a; 225.17; and 226.22) grown within 25 miles from the San Diego County border on urban agricultural sites.

These foods must be:

1. Grown on farms that are less than 50 acres in size and grow more than five food crops at one time;
2. Grown on farms that utilize a majority of hand harvesting, hand packing or human labor power in growing, harvesting, and packing of food;
3. Delivered within 24 to 48 hours of harvest;
4. Delivered directly to multiple SDUSD school sites (not a central warehouse). The number of drops is to be determined by the district on a case-by-case basis;
5. Produce should be generally free from insect damage and decay, and
6. Product must be rinsed, cleaned and packed in appropriate commercial produce packaging, such as waxed cardboard boxes. Standard industry pack (case counts) is required and/or half packs are allowable when it comes to bundled greens.

EVALUATION: This is not a single lot award but a line-by-line award; we are asking that the urban farmers provide information for the items (highlighted in yellow only) within the list provided from pages 4 to 8. The school district retains the right to award multiple contracts to multiple vendors. Only the information in this document will be used to evaluate the bid. Bids will be awarded to the vendor

who can provide the products sought in this solicitation at the lowest price. Experiential education is a critical part of SDUSD’s FTS program; please outline any educational opportunities you might provide in the appropriate spaces provided below. If a tie in pricing occurs, farms which demonstrate the greatest educational benefit to SDUSD students will be awarded the contract.

CONTACTED URBAN FARMERS: For office use only.

<p>Farmer #1: Name:</p> <p>Contact Information:</p> <p>Product(s) Solicited:</p> <p>Total Quote:</p>	<p>Farmer #2: Name:</p> <p>Contact Information:</p> <p>Product(s) Solicited:</p> <p>Total Quote:</p>	<p>Farmer #3: Name:</p> <p>Contact Information:</p> <p>Product(s) Solicited:</p> <p>Total Quote:</p>
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This is not a single lot award but a line-by-line award; we are asking that the urban farmers provide information **for the items highlighted in yellow only**. Please return quotes to Eric Schoeppler, Contract Specialist, at eschoeppler@sandi.net. For all other questions, contact Vanessa Zajfen, Farm to School Specialist, at vzajfen@sandi.net.

This document has been filled out by: _____

PRODUCT	GENERAL DESCRIPTION (VARIETY, TASTE, OTHER)	PACK (CASE WEIGHT [lbs./oz.], CASE COUNT, BUNCHES PER CASE, FULL OR HALF CASE)	UNIT PRICE BASED ON PACK DESCRIBED (TO BE FILLED OUT BY FARMER)
Arugula			
Beets			
Broccoli			
Cabbage			
Cantaloupes			
Carrots			
Cauliflower			
Cilantro			
Collards			



Cucumbers			
Edamame			
Eggplant			
Fava Beans			
Garlic			
Green Onions			
Kale			
Kohlrabi			
Lettuce			
Mustard Greens			
Okra			
Parsley			
Peas			
Peppers			



Potatoes			
Radishes			
Snap Peas			
Spinach			
Summer Squash			
Swiss Chard			
Tomatoes			
Turnips			
Watermelons			



1) Please describe below your organization's capacity to trace product from farm to institution?

2) Please describe any experiential educational opportunities that you might be able to provide SDUSD students, if any. *For example, do you host farm tours or do you visit school classrooms and talk about farming and agriculture with students?*



3) Please describe below any other attributes about your farm and/or organizations that you would like SDUSD to know about? *For example, do you have a CSA, host community work days, won awards or hold any certifications we should know about?*

