



Sandra Kemp, SNS
Food and Nutrition
Executive Director

School Name _21st Century Public Academy_____

Address _4300 Cutler Ave NE Albuquerque, NM 87110_____

1. Albuquerque Public Schools Food & Nutrition Services (FANS) will provide meals that meet or exceed United States Department of Agriculture (USDA) requirements as set forth in program regulations for the National School Lunch Program.
2. All meals will be prepared in accordance with State of New Mexico, County of Bernalillo or City of Albuquerque Environmental Health requirements.
3. Environmental Health Permits for the school is the responsibility of the school.
4. Equipment owned by the serving site must be serviced, maintained, and or repaired at the expense of the serving site. If equipment fails email fskitchen@aps.edu as soon as it is noticed to provide alternate meals or possibly modify delivery due to equipment failure. This will only be done for minimal time once maintenance has been scheduled.
5. If equipment was on loan to site from APS, any damage/repair cost will be billed to school site.
6. Documentation of student that has special dietary considerations must have a Diet Prescription Form completed and signed by a licensed physician. This form is found on APS Food & Nutrition Services website. This must be done annually for school year.
7. Bill for meals will be sent by the 5th of each month. Payments need to be submitted by the 30th of each month. Submit payment to

APS Food & Nutrition Services
Attn: Veronica Duran
800 Louisiana Blvd NE
Albuquerque NM 87108

8. Prices for meals TBD – prices will be available by July 7th, 2023
9. Meal counts must be submitted to fskitchen@aps.edu 72 hours prior to meal service. If no change on the counts, the same number of meals will be sent as the previous day.

10. Lunch meals will be delivered a minimum of 45 minutes prior to serving time , in order to have school check quantities and notify FANS of any shortages prior to serving. Breakfast will be dropped off with lunch for the next day service. Schools MUST verify number of meals delivered and report discrepancies immediately. Send email to fskitchen@aps.edu. If discrepancies are reported after lunch no credit will be given.
11. If a second trip is required to the school site due to an error on the part of the school an additional charge based on delivery mileage from FANS complex will occur. This will be billed monthly to the school. If additional meals are needed the school may opt to pick up the additional meals at FANS complex with no delivery charge.
12. APS will provide product information upon request for audit purpose from PED or USDA. APS will provide daily menu with serving sizes. Production records are maintained by school site.
13. Submit school calendar and contact sheet with MOU.

I agree with all provisions of this contract

(APS Authorized Signature)

(Date)

(APS Food & Nutrition)

(Date)

(School Site Administrator)

(Date)