

**OFFICE OF CHIEF OPERATIONS OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**May 21, 2015**

**OFFICE OF CHILD NUTRITION**

B. Approval to contract with MH Miles Company, CPA, PC for Compliance Reviews for the Child and Adult Care Food Program and the Summer Food Service Program

Awarded Vendor: MH Miles Company, CPA, PC  
Decatur, GA

Scope of Project: Vendor will conduct reviews of sponsors and sites participating in the Child and Adult Care Food Program (CACFP) and the Summer Food Service Program (SFSP). Services are to include:

- Conduct on-site sponsor and site reviews for the CACFP and SFSP
- Conduct reviews in compliance with USDA and State requirements and regulations
- Provide reports and working papers to the MDE Office of Child Nutrition
- Testify and/or serve as expert witness at any administrative hearing

Renewal of contract for years two through five will be determined annually and shall be contingent upon the successful completion of the preceding year's contract and the availability of funds. Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

- Term of Contract: July 1, 2015 - June 30, 2016
- Total Amount to be Awarded: \$290,000
- Method of Award: Request for Proposals

Funding Source: Federal funds

Summary of Selection Process:

A competitive selection process was utilized to award this contract.

Scoring Criteria:

- A. The Plan
- B. Ability to Perform
- C. Personnel Equipment , Facilities, etc
- D. Record of Past Performance
- E. Price

Recommendation: Approval

Back-up material attached

## **MH Miles Company, CPA, PC**

### **Executive Summary**

The Child and Adult Care Food Program (CACFP) and the Summer Food Service Program (SFSP) are federally funded child nutrition programs administered the U. S. Department of Agriculture (USDA). The CACFP reimburses approved organizations for their delivery of meals to children and adults in non-residential day care programs. The SFSP provides free meals to eligible children in low-income areas during the summer months when students are out of school. The MH Miles Company, CPA, PC will conduct reviews of participating organizations and their facilities per year to ensure compliance with federal regulations and Office of Child Nutrition (OCN), MDE as indicated below.