

## Buffalo Public School Farm to School Request for Information

### Objective of Request for Information

Buffalo Public Schools is seeking input from New York State farmers interested in supplying some of the district's fresh produce needs for the 2016-17 school year, as part of their farm to school initiative.

**Please note that by responding to this request, you are not legally committing yourself to provide the products listed, nor is Buffalo Schools legally committing to purchase them. We are simply seeking farmers to participate in the program with us. Farmers will not be liable for any pricing and will not be held responsible if anything should happen via Mother Nature.**

The goals, through this request for information, are to:

- Identify farmers that want to partner on the farm to school initiative with Buffalo Schools;
- Identify farm products, estimated quantities and the dates farmers can provide the desired farm products;
- Identify farm items not specifically listed on the request for information, but that farmers are interested in providing.

### Buffalo Public School Farm to School Background

Farm to School efforts were launched in early 2015 in the Buffalo school district. The goals of the program are to:

- Encourage greater consumption of healthy fruits and vegetables by Buffalo schools students
- Support New York State farmers through procurement of their farm goods
- Educate students, parents and the school community about nutrition and NYS agriculture

### Produce Vendor

Produce provided to the district has to come through their approved produce vendor, Boulevard Produce, who is eager to develop long-standing relationships with more NYS farmers.

### Logistics

Farmers **will not** have to deliver the product anywhere; rather Boulevard Produce will pick the product up directly from the farm, assuming it falls within their region, which is generally Syracuse and west, to the Buffalo area.

### Pricing

Pricing will be at market pricing (FOB) and agreed upon at the time of ordering and pickup from the farms. Pricing will be determined between Boulevard Produce and the farm. Extremely fair prices will be negotiated for all parties. This is not an initiative to save the school district money; rather it is a program that we are looking to develop LOCALLY by utilizing you, our neighbor farms.

### Payments

Boulevard Produce will pay the farm directly within 21 days.

### Requirements

All product needs to be US#1 grade. If you have questions about this, please call Boulevard directly at 716-694-1174.

## Buffalo School Produce Needs

### Timeline:

- July 15<sup>th</sup>-August 15<sup>th</sup>: Request for information open and information received reviewed, business conversations between Buffalo Schools, Boulevard Produce and interested farmers commence, onboarding with Boulevard Produce.
- September 2016 –June 2017: Buffalo Schools sources from identified farmers.

In the table below are the Harvest of the Month items we have chosen for the 2016-17 school year, in the quantities needed. Please fill in the table for any and all items you are interested in supplying.

### Notes on the below table:

- Produce must be grown in NYS to qualify for this program.
- If you intend to source items from a farm other than your own, please indicate the farm source for each item you're responding to.
- You may fill out information for some or all of the produce items listed.
- If you can only provide a portion of the desired quantity, indicate so and list how much you can provide.
- If you CAN provide the item, but not in the month specified, please indicate that, list the month you can provide the item, and specify the approximate quantity you can supply. We may switch around our harvest of the month items depending on the availability of crops from our local farmers.
- Please indicate the availability of additional items NOT specifically listed on the form. This will help us menu plan with your produce in mind! Any and all farm products produced by your farm will be considered during menu planning.
- Please try and fill out the form in its entirety.

### Instructions for returning the Request for Information:

If you have any questions, please contact Bridget O'Brien Wood, Food Service Director at (716) 816-3688. **Responses are due no later than August 15<sup>th</sup>, 2016.** You can either mail it, fax it or email it to the address below:

Buffalo Public School Food Service Department  
1055 East Delavan Ave., Buffalo NY 14215  
ATTN: Bridget O'Brien Wood  
Email: bwood2@buffaloschools.org  
Fax: 716-897-8041

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Farm Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Buffalo Public School Request for Information for NYS Farm Goods

Produce Items	Month Needed	Total quantity needed for 2016-17	Varieties available?	Pack size?	Will product be washed? Y/N?	Is your farm GAP certified? Y/N. State if you're working towards it.	Approximate harvest time and volume available?	Desired price?	Farm source, if not yours?
<b>Corn</b>	September	3,100 ears							
<b>Broccoli</b>	October	1,162 lbs							
<b>Cauliflower</b>	October	1,162 lbs							
<b>Apples</b>	November	1,250 lbs							
<b>Pears</b>	November	1,250 lbs							

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<b>Roots vegetables (turnips, beets, parsnips, carrots)</b>	December	700 lbs							
<b>Cabbage</b>	January	525 lbs							
<b>Winter Squash</b>	February	830 lbs							
<b>Potatoes</b>	March	775 lbs							
<b>Dried Beans</b>	April	387 lbs							

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<b>Asparagus</b>	May	1,162 lbs							
<b>Tomatoes</b>	May	700 lbs							
<b>Spring greens</b>	June	580 lbs							
<b>Onions</b>	October & March	50 lbs/month							

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