

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 05, 2023

**NUMBER:** 24-059

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contracted  
Business Services; Food  
Service

**ABSTRACT:**

Board approval is required for all contracts and agreements of \$ 50,000 or more.

**ISSUE:**

At issue is the approval of a Memorandum of Agreement (MOA) between NWABSD and Amber Colvin, DBA: Savory Solutions for Fiscal Year 2023-2024, not to exceed \$110,000 for contracted business services; Food Service contract.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The District is in need of contracted business services for Food Service Management. A permanent position has been posted since May of 2022, and previously contracted with a person in New York for under \$50k a year, and this contract worked while virtual reviews were approved, however, our District needs someone closer to the region to do in person site reviews and that is on the same daily schedule as our staff to respond to their needs timely.

Savory Solutions offers contracted business services for food service management at a reasonable daily rate and is located in Nome, AK, a short flight from our region. The District must employ or contract a Food Service Manager to comply with all of the requirements that the District's Food Service program brings (see attached list of duties).

Contracted Business Services for Food Service costs include payment at a daily rate of \$475 and reimbursement for out-of-pocket travel expenses, for the work associated with managing the District's Food Service program. The MOA, which includes costs for travel, is not to exceed \$110,000.

Funding Source: District Food Service Fund, supplemented by federal, grant, and general funds

**ALTERNATIVES:**

1. Approve the MOA for Contracted Business Services; Food Service with Savory Solutions not to exceed \$110,000 as presented;
2. Disapprove the MOA for Contracted Business Services; Food Service with Savory Solutions;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATIONS:**

The administration recommends that the Board approve the MOA for Contracted Business Services; Food Service with Savory Solutions not to exceed \$110,000 as presentd.