

Acronyms

AMS– Agriculture Marketing Services
BOL– Bill of Lading
CE– Contracting Entity
CN– Child Nutrition
DoD– Department of Defense
DoD FFV– Department of Defense Fresh Fruits and Vegetables
FDP– Food Distribution Program
FFAVORS– Fresh Fruits and Vegetables Order Receipt System
FFS– Fee For Service
FTS– Farm to School
MPR– Monthly Performance Report
NSLP– National School Lunch Program
PY– Program Year
TDA– Texas Department of Agriculture
TX-UNPS– Texas Unified Nutrition Programs System
TLS– Total Lunches Served
USDA– United States Department of Agriculture
VPT– Value Pass-Through
WBSCM– Web Based Supply Chain Management
WCB– Weekly Commodity Bulletin
YTD– Year to Date

USDA Foods: National School Lunch Program

Warehouse Contract at a Glance

ALLOCATIONS

- USDA Foods are allocated every Thursday evening from mid-August to mid-May
- Check your Weekly Commodity Bulletin on Fridays to see latest allocations and items in storage at your distributing warehouse
- Allocated inventory is stored at your warehouse for 45 days at no charge

DELIVERIES

- Submit delivery orders in TX-UNPS for any allocated and surplus inventory you want delivered
- Delivery orders must be placed 48 hours before requested delivery date – orders for Monday deliveries must be placed by Thursday. Saturdays and Sundays are not included in determining the 48 hours.
- Existing delivery orders may be modified up to 48 hours before the delivery date
- Submitting multiple orders for the same delivery date will be charged a higher delivery fee as it is considered an additional delivery

- FTS must be on the next CE delivery order after arriving at the warehouse
- Your delivery fee rate schedule is available at:
<http://www.squaremeals.org/Programs/FoodDistributionProgramforCNPrograms/TDAContractedWarehouses.aspx>
- The warehouse should contact you if there is a problem with the delivery date or time

RECEIVING

- Somebody at the delivery location must be available when deliveries arrive
- Notate on the Bill of Lading any shortages/overages or damages and keep a signed copy for your records
- Warehouse driver will unload your order to your delivery location, but will not put product on the shelves
- Contact your warehouse for questions or issues with a delivery: contact information located on your Weekly Commodity Bulletin
- Contact TDA regarding unresolved issues with your warehouse

DID YOU KNOW?

- You can always refuse any food that arrives damaged or out of condition
- If you find hidden damage after the delivery date, contact TDA for a USDA Foods Complaint Form – be sure to take pictures for documentation
- The warehouse is not responsible for any hidden damage, after you have signed for the delivery order