



## MI Farm to ECE Webinar Series:

# Local Food Purchasing from Food Hubs

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**MICHIGAN STATE**  
**UNIVERSITY**

Center for  
Regional Food Systems

# CACFP RULES AND REGULATIONS

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**If you're using Child and Adult Care Food Program dollars, you must follow USDA guidelines.**

<b>Micropurchase</b>	<b>Informal Purchasing</b>	<b>Formal Purchasing</b>
Less than \$3,500	Less than \$150,000	Greater than \$150,000
<ul style="list-style-type: none"><li>• Unplanned purchases (like seasonal surpluses, special events, etc).</li><li>• Good for single purchases</li></ul>	<ul style="list-style-type: none"><li>• Must secure minimum three quotes</li><li>• Evaluate vendors that meet your criteria based on cost</li></ul>	<ul style="list-style-type: none"><li>• Large contracts (broadline, etc)</li><li>• Must conduct a formal request for bids</li><li>• Opportunities to give local preference</li></ul>

# WHAT IS A FOOD HUB?

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**A business or organization that manages the aggregation, distribution, and marketing of source-identified food products from local and regional producers**

*- USDA*

- Aggregates, distributes, and/or markets
- Regional in scope (i.e. state of Michigan, within certain distance, etc.)
- Source-identified (farm, county, or state)

# WHY FOOD HUBS?

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May have...

- Consistent quantities
- Streamlined logistics like, ordering and delivery
- Wide variety of products
- Some level of processing, frozen items, or storage for year-round availability
- Limited administrative burden



Photo credit: Becky Kwasteniet



# STEP 1: FIND A FOOD HUB

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## Statewide

- Cherry Capital Foods

## Regional

- Detroit Eastern Market
- Allen Market Place
- Sprout
- Washtenaw Food Hub
- UP Food Exchange
- West Michigan FarmLink
- KVCC Food Innovation Center
- Albion Food Hub

## Produce Distributors\*

Carry local, but not exclusively

- Atlas Wholesale
- Coastal Produce
- Lumetta Distribution
- LaGrasso Bros. Produce
- Heeren Brothers
- Pearson Foods

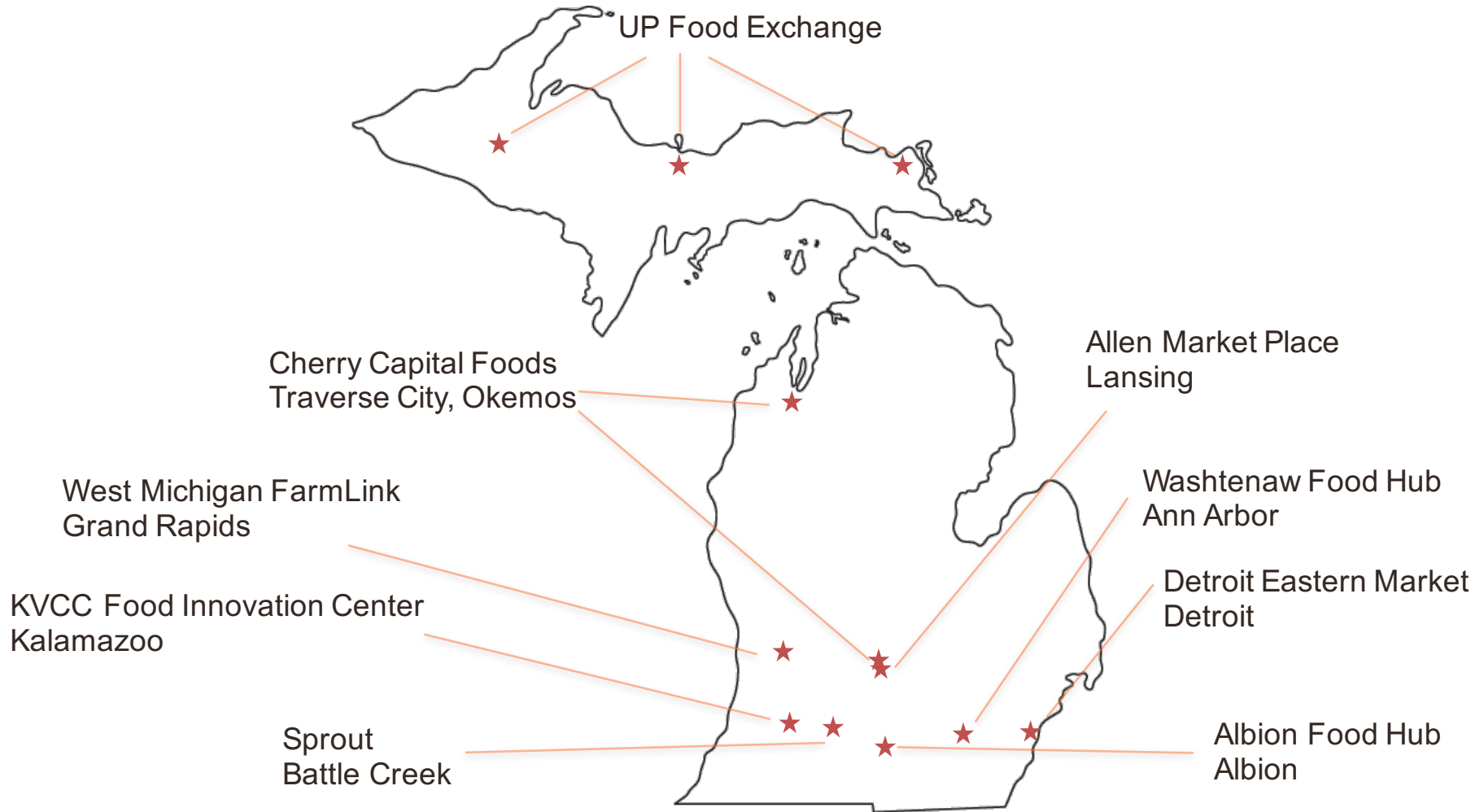
## Emerging Food Hubs

- Flint
- Muskegon
- Saginaw

\*This list is not exhaustive

# MICHIGAN FOOD HUBS

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# WHO CAN I ASK ABOUT FOOD HUBS?

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- MSU Extension Educator <http://msue.anr.msu.edu>
- Local farmers and farmers market managers
- Michigan Department of Agriculture and Rural Development <http://www.michigan.gov/mdard/>
- Community partners that work in local food
- United States Department of Agriculture Food Hub Directory <https://www.ams.usda.gov/local-food-directories/foodhubs>
- Michigan Food Hub Learning and Innovation Network [http://foodsystems.msu.edu/our-work/michigan\\_food\\_hub\\_learning\\_and\\_innovation\\_network/](http://foodsystems.msu.edu/our-work/michigan_food_hub_learning_and_innovation_network/)



## STEP 2: LEARN ABOUT LOGISTICS

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- How often do you deliver?
- Do you provide farm source information?
- Do you provide information on the food safety and/or growing practices of farmers?
- Do you have a minimum order requirement for delivery, or a delivery cost?
- How frequently can I place an order?
- How often do you provide updated product lists?
- What payment terms do you accept?



# Sprout Food Hub

245 Kendall Street North

Battle Creek, Michigan 49014

Phone : 269.962.3003 Mail: Sproutbcsales@gmail.com



## Local Produce List : Week of January 09,2017

Item / Variety	Price / Quantity	Availability	Farm Source	Location	Growing Practices
Apple/ Fuji	\$20.00/ 20 pounds	Unlimited	Crisp Country Acres	Holland	Conventional
Apple/ Gala	\$20.00/ 20 pounds	Unlimited	Crisp Country Acres	Holland	Conventional
Apple/ Golden Delicious	\$20.00/ 20 pounds	Unlimited	Crisp Country Acres	Holland	Conventional
Apple/ Honeycrisp	\$25.00/ 20 pounds	Unlimited	Crisp Country Acres	Holland	Conventional
Bean/ Dry: Black	\$4.00/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Bean/ Dry: Cranberry	\$4.00/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Bean/ Dry: Navy	\$4.00/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Bean/ Dry: Pinto	\$4.00/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Bean/ Dry: Red Kidney	\$4.00/ pound		Crisp Country Acres	Holland	Conventional
Bean/ Dry: White Catalina	\$4.00/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Beet/ Baby Mix : Red & Golden	\$1.95/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Beet/ Chioggia: Candy	\$2.50/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Beet/Golden	\$2.50/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Beet/ Red	\$1.50/ pound	Unlimited	Green Gardens Community Farm	Battle Creek	Organic : NC
Blueberries/ Frozen	\$18.95/ 5 pounds	Unlimited	Joe's Blues	Bangor	Sustainably Certified : NS
Bok Choy	\$1.25/ each	Unlimited	Good News	Edmore	Organic : C
Brussel Sprouts	\$3.45/ pound	Unlimited	Crisp Country Acres	Holland	Conventional
Cabbage/ Green	\$1.15/ pound	Unlimited	Green Gardens Community Farm	Battle Creek	Organic : NC
Cabbage/ Purple	\$1.15/ pound	Unlimited	Good News	Edmore	Organic : C
Carrot/ Heirloom Rainbow	\$2.25/ pound	Unlimited	Crisp Country Acres	Holland	Conventional

# What Produce is Available?

## FEBRUARY

- Dry Beans
- Beets
- Cabbage
- Carrots
- Frozen Asparagus
- Frozen Blueberries
- Frozen Butternut Squash
- Frozen Carrots
- Frozen Cauliflower
- Frozen Green Beans
- Frozen Peas
- Frozen Strawberries

## MARCH

- Dry Beans
- Frozen Asparagus
- Frozen Blueberries
- Frozen Butternut Squash
- Frozen Carrots
- Frozen Cauliflower
- Frozen Green Beans
- Frozen Peas
- Frozen Strawberries

## APRIL

- Dry Beans
- Frozen Asparagus
- Frozen Blueberries
- Frozen Butternut Squash
- Frozen Carrots
- Frozen Cauliflower
- Frozen Green Beans
- Frozen Peas
- Frozen Strawberries

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You are on this list because you are dedicated to serving healthy local food to your students.



# FOLLOW CACFP REGULATIONS

For purchases under the informal procurement threshold of \$150,000, programs must compare costs between three vendors.

INFORMAL PROCUREMENT LOG

Items to be Purchased	Quantity Expected to Buy	Vendor #1			Vendor #2			Vendor #3		
		Unit Price	Extended Price (Quantity x Unit Price)	VS* (✓)	Unit Price	Extended Price (Quantity x Unit Price)	VS* (✓)	Unit Price	Extended Price (Quantity x Unit Price)	VS* (✓)
TOTAL			\$			\$			\$	
Vendor Selected (VS)		<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>		
Date and Method of Contact										
Additional Notes:										
Signature of person completing this form:								Date:		

Source: Michigan Department of Education

\*The vendor selected can be for all items or by individual.

# STEP 3: SET UP AN AGREEMENT

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- Communication protocols
- Ordering and delivery schedule
- Guidelines for receiving product
- Terms and expectations for payment
- Product guarantee policy



# STEP 4: PURCHASE



Photo credit: Becky Kastaniet  
MSU Center for Regional Food Systems [@MSUCRFS](#)

# TIPS FOR SUCCESS

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- Aggregate purchases with other ECE programs or schools
  - Start a food buying club!
- Increase storage to purchase more at once
- Use Cultivate Michigan to connect with food hubs for particular products and track purchases
  - <http://cultivatemichigan.org>
- Work with food hubs to find products you're interested in



# QUESTIONS

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