Heartland

Heartland School Solutions
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Email: pete.belknap@e-hps.com

Account: San Leandro Unified School District
HSS ID: 7260532-000930
Date: 03/23/2017
Contact: DeeAnne Cortes
Sales Rep: Pete Belknap

This Proposal must be signed within 30 days from the above date in order to guarantee pricing and discounts.

Product Code	Hardware Products	Quantity	Price	Total
HSS1608	HDW: Cyprus NK Pentium 2.3 Win10Pro 8GB NonWireless	34.00	1,585.00	53,890.00
HSS1543	WAR: Cyprus Ext Warranty Years 4-5	34.00	299.00	10,166.00
HSS0674	Recycling Fee (15 to 35 inches)	34.00	4.00	136.00
HSS0212	HDW: Wireless USB 2.0 Keychain Adapter	2.00	80.00	160.00

Hardware Total $64,352.00

Total: $64,352.00

Shipping: $6.00
Estimated Tax: $5,269.88
Grand Total: $69,627.88

GENERAL NOTES

1. Upon agreement to proceed, the client must provide Heartland School Solutions with a signed Proposal and an original Purchase Order. If the District does not generate Purchase Orders it must provide a signed Letter of Intent to purchase.
2. Sales tax will be included on your invoice unless a tax exemption certificate is on file for your district. **Please forward a current Tax Exempt Certificate and W9 for our files. This will ensure timely order processing.**
3. When applicable, shipping charges will be included on your invoice. The Purchase Order and/or Letter of Intent must include the proposed shipping charges. This will ensure timely order processing.
4. Heartland School Solutions product pricing is subject to change with notice.
5. Your signature on this proposal confirms that you understand this agreement.

This Proposal is subject to written acceptance by an authorized Purchaser and Heartland School Solutions. By signing this Proposal you are agreeing to the terms and conditions set forth in this Proposal and the agreement(s) included with this Proposal or attached hereto and made a part hereof.

Approved By Authorized Purchaser _____ **Date** _____

Title _____

PO# (please attach PO) _____

Gmail by Google

DeeAnne Cortes <dcortes@slusd.us>

RE: Equipment - Special Purpose

1 message

Bart Lyszkiewicz <BLyszkiewicz@cde.ca.gov> Thu, Mar 23, 2017 at 2:58 PM
To: "dcortes@slusd.us" <dcortes@slusd.us>
Cc: Wen Yu <WeYu@cde.ca.gov>

01057-SN-01-PSD
San Leandro Unified School District

Dear Ms. DeeAnne Cortes,

Thank you for your inquiry. This response will address the following question received on 3/23/2017:

- POS system purchase- allowability

I have reviewed your request and the item listed below are **allowable** under federal and state regulations and laws. Please note that this system must be used exclusively (100%) by the nonprofit school food service.

- **POS system/software**

An allowable expense. Per Title 2, *Code of Federal Regulations* (2 *CFR*), sections 200.89, 200.403, 200.404, Title 7, *Code of Federal Regulations* (7 *CFR*) Section 210.14(a), and California *Education Code*, Section 38091, the item of cost is necessary for the operation of the nonprofit school food service. The food service director indicated that this system will "include the purchase of online application and a new online payment system for parents to use." **This system must be used exclusively (100%) by the nonprofit school food service.**

The food service director must ensure that this purchase does not jeopardize the integrity of the non-profit food service account.

Please note that all allowable expenses are subject to all of the cost principles in 2 *CFR*, sections 200.402 to 200.411, Basic Considerations. Per 2 *CFR*, Section 200.313(c)(4) when acquiring replacement equipment, the SFA may use the equipment to be replaced as a trade-in or sell the property and use the proceeds to offset the cost of the replacement property. **The item(s) must be used exclusively by the nonprofit school food service** and will not be used by any other program or the LEA. Failure to abide by these terms will result in the entire item of cost being disallowed and the LEA's general fund reimbursing the nonprofit school food service account.

The procurement for the purchase of the approved equipment must be in compliance with 2 *CFR*, sections 200.317 to 200.326 (Procurement Standards).

This e-mail constitutes proof of prior approval as required by 2 *CFR*, Section 200.439(b) Equipment and other capital expenditures. This approval must be kept along with all documentation for a minimum of 3 years per 2 *CFR*, Section 200.333, "Retention requirements for records." Documents must be available upon request during an administrative review.

A. **Relevant Citations**
1. Title 2, *Code of Federal Regulations* (2 *CFR*), Section 200.89, "Special purpose equipment, " (formerly 2 *CFR*, Part 225, Appendix B, Item 15[a][3]).

Special purpose equipment means equipment which is used only for research, medical, scientific, or other technical activities. Examples of special purpose equipment include microscopes, x-ray machines, surgical instruments, and spectrometers. See also §§200.33 Equipment and 200.48 General purpose equipment.

2. Title 2, *Code of Federal Regulations* (2 *CFR*), Section 200.403, "Factors affecting allowability of costs," (formerly 2 *CFR*, Part 225, Appendix A, Item C[1])

   Except where otherwise authorized by statute, costs must meet the following general criteria in order to be allowable under Federal awards:

   (a) Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.

   (b) Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.

   (c) Be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the non-Federal entity.

   (d) Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.

   (e) Be determined in accordance with generally accepted accounting principles (GAAP), except, for state and local governments and Indian tribes only, as otherwise provided for in this part.

   (f) Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period. See also §200.306 Cost sharing or matching paragraph (b).

   (g) Be adequately documented. See also §§200.300 Statutory and national policy requirements through 200.309 Period of performance of this part.

3. Title 2, *Code of Federal Regulations* (2 *CFR*), Section 200.404, "Reasonable costs," (formerly 2 *CFR*, Part 225, Appendix A, Item C[2])

   A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when the non-Federal entity is predominantly federally-funded. In determining reasonableness of a given cost, consideration must be given to:

   (a) Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the non-Federal entity or the proper and efficient performance of the Federal award.

   (b) The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; Federal, state, local, tribal, and other laws and regulations; and terms and conditions of the Federal award.

   (c) Market prices for comparable goods or services for the geographic area.

   (d) Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the non-Federal entity, its employees, where applicable its students or membership, the public at large, and the Federal Government.

   (e) Whether the non-Federal entity significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost.

4. Title 7, *Code of Federal Regulations* (7 *CFR*), Section 210.14(a), "Resource management."

   (a) Nonprofit school food service. School food authorities shall maintain a nonprofit school food service. **Revenues received by the nonprofit school food service are to be used only for the operation or improvement of such food service**, except that, such revenues shall not be used to purchase land or buildings, unless otherwise approved by FNS, or to construct buildings. Expenditures of nonprofit school food service revenues shall be in accordance with the financial management system established by the State agency under §210.19(a) of this part. School food authorities may use facilities, equipment, and personnel supported with nonprofit school food revenues to support a nonprofit nutrition program for the elderly, including a program funded under the Older Americans Act of 1965 (42 U.S.C. 3001 et seq.).[Emphasis Added]

5. California *Education Code* (*EC*) Section 38091, "Use of cafeteria fund."

   (a) The cafeteria fund shall be used only for those expenditures authorized by the governing board of a school district as **necessary for the operation of school cafeterias**, including, but not limited to, expenditures for the lease or purchase of additional cafeteria equipment for the kitchen or central food processing plant, vending machines and their installation and housing, and computer equipment and related software.[Emphasis Added]

   (b) The governing board of any school district, or of two or more school districts governed by governing boards of identical personnel, may also make expenditures from the cafeteria fund for the **purchase and installation of additional preparation, cooking, or service equipment for a kitchen or central food processing plant**, including necessary alterations incidental to the installation of the equipment, and for the lease or purchase of vehicles used solely in connection with the kitchen or central food processing plant. [Emphasis Added]

   (b) The governing board of any school district, or of two or more school districts governed by governing boards of identical personnel, may also make expenditures from the cafeteria fund for the purchase and installation of additional preparation, cooking, or service equipment for a kitchen or central food processing plant, including necessary alterations incidental to the installation of the equipment, and for the lease or purchase of vehicles used solely in connection with the kitchen or central food processing plant.

Please contact the Resource Management Unit at snpcafefundquestions@cde.ca.gov if you have any other questions.

Thank you,

Bart Lyszkiewicz, Analyst
Nutrition Services Division
California Department of Education
1430 N Street, Suite 4503
Sacramento, CA 95814-5901
Phone: (916) 327-4056
snpcafefundquestions@cde.ca.gov
http://www.cde.ca.gov/ls/nu/sn/cafefundguide.asp

From: DeeAnne Cortes [mailto:dcortes@slusd.us]

Sent: Thursday, March 23, 2017 2:34 PM

To: Bart Lyszkiewicz

Subject: Approval to purchase POS Computers