



**Missouri Department of Health and Senior Services**

P.O. Box 570, Jefferson City, MO 65102-0570 | Phone: 573-751-6400 | FAX: 573-751-6010  
RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711



**Sarah Willson**  
Director

**Mike Kehoe**  
Governor

Dear Contractor:

Enclosed is a contract between your organization and the Department of Health and Senior Services that requires you to complete the following steps:

1. Review and sign the front page of the contract;
2. Return the contract to:

via email to [Procurement@health.mo.gov](mailto:Procurement@health.mo.gov)

or

Mail to the following address:

Bureau of Procurement Services  
Missouri Department of Health and Senior Services  
P.O. Box 570  
Jefferson City, MO 65102

Once all signed copies have been returned to our office and the contract is signed by the department, a fully executed copy of the contract will be returned to you. Please contact the Bureau of Procurement Services at (573) 751-6471 or via email at [Procurement@health.mo.gov](mailto:Procurement@health.mo.gov) if you have any questions regarding this letter.

Enclosure

**PROMOTING HEALTH AND SAFETY**

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.



**MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES  
FOOD SAFETY ASSURANCE FOR SUMMER FOOD & AT-RISK  
AFTERSCHOOL PROGRAM INSPECTIONS**

**AMENDMENT #01 TO AGREEMENT ERS21926053**

**AGREEMENT TITLE:** Food Safety Assurance for Summer Food & At-Risk Afterschool Program Inspections

**AGREEMENT PERIOD:** June 1, 2021 through May 31, 2024

The Department of Health and Senior Services hereby amends the above referenced contract as follows:

1. Delete Section 1.3 in its entirety and replace with revised Section 1.3 as follows:

**1.3 SFSP Site Identification:**

**1.3.1 Inside Jurisdiction**

- a. The Department will provide an interactive website of meal production and service sites at <https://health.mo.gov/living/wellness/nutrition/foodprograms/sfsp/index.php> to assist the Contractor. It is recommended that this website be monitored weekly as sites will be added throughout the summer.

<b>TRACKING NUMBER</b> <b>58645</b>	<b>AGREEMENT NUMBER</b> <b>ERS21926053</b>	<b>AMENDMENT NUMBER</b> <b>01</b>
<b>CONTRACTOR NAME (PLEASE PRINT/TYPE)</b>		<b>DOING BUSINESS AS (DBA) NAME</b>
<b>NAME OF AUTHORIZED REPRESENTATIVE</b>		<b>PAYMENT MAILING ADDRESS</b>
<b>MissouriBUYS SYSTEM ID</b>		<b>CITY, STATE, ZIP</b>
<b>TELEPHONE NUMBER</b>		<b>E-MAIL ADDRESS</b>
<b>SIGNATURE OF CONTRACTOR OR REPRESENTATIVE</b>		<b>DATE</b>
<b>MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES, DIVISION OF ADMINISTRATION DIRECTOR OR DESIGNEE</b>		<b>DATE</b>

- b. The Contractor is responsible for identifying all SFSP meal production and meal service sites operating in their jurisdiction. Information regarding identification of SFSP meal production and meal service sites can be found at <https://health.mo.gov/living/wellness/nutrition/foodprograms/sfsp/index.php>
- c. The Contractor is responsible for researching operational details of all SFSP meal production and meal service sites operating in their jurisdiction. This includes but is not limited to location, hours of operation, menu, and central kitchens.
- d. The Contractor shall print the site information from the website <https://health.mo.gov/living/wellness/nutrition/foodprograms/sfsp/index.php> . The inspection should be completed within ten (10) business days of date the information was printed. This information page shall be supplied with each inspection report when submitting for review.
- e. To further assist the Contractor with site identification and operational details, the Department will offer virtual office hours at least once per month in June, July, August, and September via Webex. Webex meetings will be scheduled and information for the meetings will be distributed by Bureau of Environmental Health Services (BEHS) staff via listserv emails or other comparable electronic communications.

### 1.3.2 Outside Jurisdiction

- a. Prior to the start of the Contractor beginning routine SFSP inspections in Kansas City, Missouri, the Department and the Contractor shall meet to determine a set list of sites that can be inspected by the Contractor.
  - i. This list of sites to be inspected shall be determined by a variety of factors such as: number of inspectable sites, number of sponsors, and number of sites per sponsor.
- b. The Contractor shall be responsible for researching operational details of all SFSP meal production and meal service sites operating in their jurisdiction. This includes but is not limited to location, hours of operation, menu, and central kitchens.
- c. The Contractor shall print the site information from the website <https://health.mo.gov/living/wellness/nutrition/foodprograms/sfsp/index.php>.
  - i. The inspection should be completed within ten (10) business days of date the information was printed.
  - ii. The information page shall be supplied with each inspection report when submitting for review.
- d. If needed, the Contractor may request a virtual meeting with the Department.

- i. Virtual meetings shall be scheduled by the Department on a mutually agreed upon time and date.
2. Delete Sections 11.1.2 through 11.1.4 in their entirety and replace with revised Sections 11.1.2 through 11.1.4 as follows:

1.11.2 Reimbursement

- a. The Department will reimburse the Contractor a maximum amount of \$3,000.00 for their successful participation in food safety inspections and priority violation correction in food preparation and service at SFSP and At-Risk meal production and meal service sites in their jurisdiction.
  - b. The Department will reimburse the Contractor \$2,500.00 per every ten (10) completed routine food safety inspections in food preparation and service at SFSP sites listed to be in Kansas City, Missouri.
    - i. The maximum amount for outside jurisdiction routine food safety inspections will not exceed the amount of \$7,500.00.
    - ii. Inspections completed shall comply with quality assurance goal of 80% or higher via desk inspection report audit summary as stated in Section 1.11.4 b.
- 1.11.3 The maximum reimbursement amount stated in 1.11.2 a. is determined by the Department using a formula that considers availability of funds, population of the Contractor's jurisdiction, and the predicted number of facilities and sites in the Contractor's jurisdiction. Schools already under inspection that sponsor SFSP and At-Risk sites will be excluded from this calculation, unless the personnel preparing the food is different from those preparing food during the school year.
- 1.11.4 To receive the maximum reimbursement amount stated in 1.11.2 a., the Contractor shall provide inspection coverage and meet quality assurance goals as stated below.

- a. The Contractor shall inspect or attempt to inspect a minimum of 90% of the SFSP and all At-Risk facilities or sites in the Contractor's jurisdiction.
- b. The Department will perform a desk inspection report audit of completed work and assign an overall inspection report audit rating of 0-100%. The Contractor shall achieve an overall inspection report audit rating of at least 80% to receive the maximum reimbursement amount. The Department shall share a copy of the desk inspection report audit ratings tool with the Contractor as a part of the Department administered training as described within this Contract.

All other terms, conditions and provisions of the above referenced contract shall remain the same and apply hereto.



# CONTRACT FUNDING SOURCE(S)

The Contract Funding Source(s) identifies the total amount of funding and federal funding source(s) expected to be used over the life of this contract. The CFDA number is the pass-through identification number for your Schedule of Expenditures of Federal Awards (SEFA), if one is required. You may reconcile your financial records to actual payment documents by going to the vendor services portal at <https://www.vendorservices.mo.gov/>. If the funding information is not available at the time the contract is issued, the Contractor will be notified in writing by the Department. Please retain this information with your official contract files for future reference.

<b>Tracking #</b> 58645	<b>State:</b> 0% \$0.00	<b>Federal:</b> 0% \$0.00
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**Contract Title:** FOOD SAFETY ASSURANCE FOR SUMMER FOOD & AT-RISK AFTERSCHOOL PROGRAM INSPECTIONS

**Contract Start:** 10/1/2025      **Contract End:** 9/30/2026      **Amend#:** 00      **Contract #:** ERS21926053

**Vendor Name:** JACKSON COUNTY ENVIRONMENTAL HEALTH

**\* The Department will provide this information when it becomes available.**

### Project Description:

The Summer Food Service Program (SFSP) exists to improve the nutrient intakes of low-income children when school is not in session, thereby reducing their risk for health problems so that they may enjoy a long, healthy life. The program also enhances children’s learning capabilities to help them succeed in school. The SFSP improves the quality of the summer programs offered in low-income areas and provides summer employment opportunities in local communities. The primary activities of the SFSP are providing program reimbursement for meals served to children by eligible sponsoring organizations, monitoring and oversight of program sponsors, training and technical assistance, and nutrition education.