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SFS-21-87

To: School Food Authorities
Subject: State Agency Preapproved Equipment

Equipment acquisitions and other capital expenditures of \$5,000 or more per item, require School Food Authorities (SFAs) to obtain prior written approval from the state agency before incurring any associated cost. USDA memo SP-39-2016 allows states, having received USDA Regional office approval, the flexibility to develop an approved list and criteria for capital assets typically purchased by SFAs.

Any equipment on this approved equipment list will receive automatic State agency approval. As such, SFAs may purchase those equipment items without prior written approval from the State Agency, so long as the SFA follows all applicable Federal, State, and/or local procurement procedures. This preapproval does not exempt the SFA from using the applicable procurement procedures.

Note: SFAs cannot arbitrarily divide purchases to fall below the simplified acquisition threshold to avoid formal procurement methods.

If an SFA chooses to select equipment not included on this approved list, the SFA must submit a request for approval to the State agency prior to purchasing the item as required by 2 CFR 200.439. Click to download the Equipment Purchase/Capital Expenditure Pre-Approval Request Form <https://cnp.doe.louisiana.gov/DNAMemos/SFS/Forms/Equipment%20Purchase%20Pre-Approval%20Request%20Form.pdf>

During local administrative reviews required by 7 CFR Part 210.18 and audits as required by 2 CFR 200.501, the State agency will ensure appropriate equipment purchases were made based on either the approved equipment list or the State agency prior approval process. If any equipment purchases are identified as unallowable, the State agency would disallow these purchases and implement their debt collection procedures.

STATE AGENCY PREAPPROVED EQUIPMENT

Computers/Hardware and Software

- Software/Programs for Management- (Inventory, Meal Counts, Application)
- Software-Point of Sale

Cooking Equipment

- Oven/Range
- Oven/Range Convection, Combi
- Oven-Rethermalization and Holding
- Skillet: Tilting (Braising Pan)
- Kettle: Steam Jacket/Standard/With Pumps and Fill
- Steamer: Pressure/Convection Pressureless
- Broiler/Salamander
- Grill/Griddle

Fixtures and Furniture

- Cashier Station/Cash Register
- Point of Sale Equipment

Food Preparation

- Hood/Vent (Exhaust Hood, Systems)
- Hood Fire Suppression System
- Ice Machine for kitchen only
- Blast or Tumble Chiller
- Food Processor
- Chopper/Grinder
- Slicer
- Mixer
- Sinks: Pot and Pan/Hand/Produce

Food Preparation

- Proofing Cabinet
- Conveyor/Wrapper System Containers
- Vertical Cutter/Mixer
- Blender

Food Service

- Sneeze Guard
- Salad Bar/Free-Standing or Self-Serve
- Serving Line:
Hot/Cold/Stationary/Mobile
- Serving Counter: Stationary/Mobile

Storage and Transport

- Freezer: Reach-In, Chest
- Refrigerator/Cooler: Reach-in, under counter, mobile
- Coolers: Beverage/Milk/Merchandiser/
- Display Case
Cart: Hot/Cold Mobile
- Cabinet: Hot/Cold Holding; Mobile/Transport

Ware Washing/Sanitation

- In-Sink Food Disposal System (Garbage Disposal)
- Dishwashing Machine
- Booster Heater for kitchen
- Refrigerator/Freezer Temperature Monitoring/Alarm System

*The purchase of any of the items above must be for Child Nutrition Program use **only**.