




State of New Jersey

DEPARTMENT OF AGRICULTURE
DIVISION OF FOOD AND NUTRITION
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SHEILA Y. OLIVER
Lt. Governor

DOUGLAS H. FISHER
Secretary

To: School Business Administrators, Charter School Leads; Non Public School Administrators;
Food Service Directors

From: Arleen Ramos-Szatmary, Coordinator 
School Nutrition Programs

Date: February 11, 2019

Subject: Fixed Price Contracts Base Year & Addenda Electronic Submission Webinar

The State Agency will be conducting a webinar for School Business Officials and Administrators that are contracting with a Food Service Management Company and are using Fixed Price Contracts. All documents for Fixed Price Contracts can be submitted via the Electronic Contract Approval System (ECAS). The webinar will review the required documentation for the contract approval process and will provide an overview of ECAS for both base year contracts and contract addenda.

The webinar will be on March 14, 2019 from 10:00 a.m. – 12:00 p.m. To register for this informative opportunity, click on the following link:

<https://attendee.gotowebinar.com/register/8766257071367033347>

After registering, you will receive a confirmation email containing information about joining the webinar. The webinar will also be recorded and available to view in SNEARS, under the upper menu tab labeled "Training".

For questions you may contact child nutrition staff at 609-984-0692.