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Commissioner




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## Kentucky Department of Agriculture A Consumer Protection And Service Agency

### INFORMATIONAL MEMORANDUM – KY-FD-IM-S-08-01

TO: All Recipient Agencies in Region 3

FROM: Teresa Ulery, Director   
Division of Food Distribution

DATE: March 7, 2007

SUBJECT: Distributor – Contract Year 2007-2008

Gordon Food Service is the successful bidder for the receipt, storage and delivery of USDA commodities beginning July 1, 2007 through June 30, 2008. Their service charges are as follows:

Delivery Cost Per Case -	\$2.75	Commodity Contact Person: Caryn Sevigny
Lump Sum Delivery Per Case-	\$2.75	Telephone: 800-968-750 ext 4591
Cost to R/A for pickup by Processor -	\$2.48	FAX Number: 616-717-7689
Storage beyond 60 days -	\$.69 per case	Email Address: <a href="mailto:CSEVIGNY@GFS.com">CSEVIGNY@GFS.com</a>

#### Please note the following are contract changes.

##### Section K.1 – Delivery Schedules

- “There shall be a minimum of fifteen (15) cases per delivery drop. In the event that the Second Party request delivery of less than 15 cases per drop the Distributor may charge the cost of a 15 case delivery drop”

##### Section K.1 – Delivery Schedules – Paragraph 2

- The Second Party must complete the electronic KY-FD-3 form and send by email to the contracted distributor.

##### Section M – Special Delivery

- “The Second Party may request delivery from the Contractor within 24 hours if the Contractor fails to delivery at least 50% of each item requested. No extra charge shall be assessed. The remainder of the shipment shall be delivered on the next scheduled delivery date, unless the Second Party request delivery at a later date”.

Prior to **April 13, 2007**, each Food Service Director/Administrator is asked to supply the distributor with the following information: name of FSD, work and home telephone numbers in the event changes in delivery schedules are required during off hours, and email address and a school calendar indicating the days school will not be in session. The names and telephone numbers of each manager, the shipping address of each site and any other person(s) authorized to receive commodities must be forwarded to the distributor by email.

In order for the distribution program to be successful, mutual cooperation must exist between the distributor and the recipient agency. We are looking forward to a good year with the distribution program. If you have problems or concerns that you and the distributor can not solve, please contact Dan Flaherty extension 260 or Bill Wilson extension 258 at 502-573-0298. As always, we are ready to assist you in the successful operation of this program.

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