

# Equipment Proposals and Payment Terms/Method

**SFA:** \_\_\_\_\_ **FSMC:** \_\_\_\_\_

**Equipment Proposals: Section 14.J of the Request for Proposal**

**To be completed by the SFA:**

The SFA is not requesting the FSMC to propose purchase of equipment.

The SFA is allowing the FSMC to propose equipment necessary for implementation or enhancement of operation but the SFA will purchase.

The SFA is allowing the FSMC to propose equipment necessary for implementation or enhancement of operation and the FSMC will purchase.

Equipment proposal is not to exceed:

The SFA must obtain preapproval from DFN for each item of equipment costing \$5,000 or greater through the Capital Expenditure Request Process if nonprofit school food service account funds are going to be used at any time during the process for the purchase (even if the FSMC purchases).

---

**To be completed by FSMC:**

The FSMC must specify the equipment it proposes.

Equipment	Cost

Total Investment Proposed:

**Payment Terms/Method - Advance: Section 17.B of the Request for Proposal****To be completed by the SFA:**

No, the SFA will not consider providing an advance payment to the FSMC.

Yes, the SFA will consider paying the FSMC an advance on operational expenses to be reconciled by end of the first six months from the start of each school year (July1).

**To be completed by the FSMC:**

The FSMC is requesting an advance of:

**To be completed by the SFA (after proposal evaluation):****Payment Terms/Method - Incentives: Section 17.C of the Request for Proposal****To be completed by the SFA:**

No, the SFA will not consider any payment incentives such as discounts or credits for prompt payment, electronic payment.

Yes, the SFA will consider payment incentives such as discounts or credits for prompt payment, electronic payment.

**To be completed by the FSMC:**

The FSMC will offer an annual electronic payment credit off of the subsequent invoice after setup of:

A prompt payment is one that is received within \_\_\_\_\_ days of the invoice date.