



Sustainable Food Procurement Guide

MICHIGAN STATE UNIVERSITY



**RESIDENTIAL AND
HOSPITALITY SERVICES**

Michigan State University

Sustainable Food Procurement Guide

MSU Residential and Hospitality Services

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Introduction

The movement to purchase local, regional and responsibly sourced food has gained tremendous momentum throughout the country. At Michigan State University, our long heritage of purchasing locally broadened in 2005 with our Farm to MSU program—developed to answer the increasing demand for locally grown and produced products. Since then, expanded education and awareness in sustainable best practices has, likewise, increased demand at MSU even further for food that is responsibly sourced, both geographically local and beyond.

The Triple Bottom Line (TBL: People, Planet and Profit) expands the traditional reporting framework to include social and environmental performance as well as financial responsibility.

The scope of MSU's Residential and Hospitality Services* (RHS) encompasses Culinary Services, Residential Dining, and retail locations, Central Warehousing, the MSU Bakery Commissary and the Spartan Hospitality Group (SHG), which includes the Kellogg Center, the State Room restaurant, Catering Services and an on-campus food truck. RHS provides approximately 35,000 meals per day in 11 dining halls on campus and houses 14,000 students during the regular academic year.

MSU looks to partner with food service growers and producers that share the RHS Sustainability Vision:

(To) Ensure MSU's long-term sustainability through innovative and balanced strategies that support environmental stewardship, fiscal responsibility and partnerships.

It is important for our supply chain partners to understand that RHS goals are not insular. Rather, they are a component of a broader strategic positioning of Michigan State University's transformative journey to be recognized worldwide as the leading land grant research university in the United States. RHS and its initiatives support and are in alignment with MSU's Boldness by Design campus strategy, focusing energy and resources on five strategic imperatives:

- Enhance the student experience
- Enrich community, economic and family life
- Expand international reach

**A complete RHS organizational chart is included in Addendum A*

MSU views these initiatives not as a trend but as a component of a permanent, evolving business practice in measuring and balancing what is widely accepted as the "Triple Bottom Line": People, Planet and Profit (TBL).

- Increase research opportunities
- Strengthen stewardship

RHS embraces the recently added sixth imperative:

- Advance our culture of high-performance by being even Bolder; Bolder by Design

The food policy practices contained within this guide support and strengthen these strategic imperatives, and seek to communicate to our vendor community that we are accelerating our commitment to responsible sourcing. However, we cannot attain our goals without the participation, support and capability of our partners and the industry community to provide responsibly grown and produced food.

To foster further industry participation and alignment, RHS proudly partners with the Michigan Farm to Institution Network. The Michigan Farm to Institution Network is intended to create a statewide learning practice network that supports Michigan institutions' efforts to increase local food purchases toward the "20% by 2020" goal of the Michigan Good Food Charter. Developed in 2010 with leadership from the C.S. Mott Group for Sustainable Food Systems, the Michigan Good Food Charter assists in bringing farmers, food processors and suppliers to the table with Michigan hospitals, schools, pre-K programs and colleges, advancing Michigan's agriculture's contribution to the economy, while improving our residents' health and helping generations of Michigan youth to thrive.

Mission of the Guide

This guide will clarify to existing and potential new supply chain partners what is important to MSU as we strive to make increasingly responsible choices in food service sourcing, and support our mission of Delivering Outstanding Spartan Experiences (DOSE) through culinary excellence and providing good nutrition to the MSU community.

Within the Guide we highlight current best practices and considerations, and we address where challenges and opportunities exist within our current supply chain (exclusive, at present, of campus retail operations).

We are passionate about our commitment to provide the ultimate in guest services and satisfaction—always and in every way Delivering Outstanding Spartan Experiences. We pledge to ensure that all our varied hospitalities create lasting memories and loyal customers for our department, our division and our university; creating Spartans for Life.

The Guide's mission is to optimize partnerships in order to build an increasingly expanding supply chain of safe, seasonal, nutritious, and fair market priced and responsibly sourced food—for the MSU community and potentially beyond. This initiative supports and is in alignment with the RHS Sustainability Office's overall mission of promoting and advancing environmental stewardship throughout RHS and MSU.

While we seek partnerships with a shared vision, we also look to effectively communicate our needs and provide transparency as we become bolder in sourcing responsible food for the MSU community.

Responsible Food Sourcing at MSU

MSU seeks to build an evolving infrastructure into its supply chain, procuring responsibly sourced food that is safe, seasonal, nutritious and fair market priced. To this end, MSU Food Stores utilizes the following protocols in its purchasing consideration:

MSU Grown

- MSU considers its own production capabilities before looking off-campus

Local

- Food sourced within either the State of Michigan or surrounding states within a 250-mile radius of East Lansing, Michigan

Regional

- Food sourced within a surrounding-state radius of 600 miles of East Lansing, Michigan

Responsibly Produced

- Products grown and produced demonstrating responsible safety, environmental, conservation and fair worker practices, verified by 3rd party certifications, agencies or transparent operational practices, subject to review

We believe that responsible sourcing will only be successful within a mutually beneficial and transparent partnership between MSU, our manufacturers and distributors, and the farmers and producers that help keep our campus community fed.

Considerations

Food Safety

Michigan State University is looking for the participation of Michigan and regional business partners in our wide range of dining and food service programs. To ensure that our food supply chain meets the criteria of quality and safe and healthy products, all vendors shall meet specific guidelines set forth by MSU for an initial audit.

Food safety criteria are listed in the *Farm to MSU Program Guidelines: Criteria for Approved Vendor Status and Initial Audit; Addendum B* in this guide.

Fair Market Pricing

Michigan State University reserves the right to conduct business with the growers, producers and firm(s) that, in the assessment of MSU, will best serve the requirements of MSU. Pricing consideration is based on fair market pricing. MSU is not obligated to purchase based on the lowest price. Product quality and safety compliance are critical to the award process.

Consideration for Seasonality

Menuing and purchasing seasonally allows Michigan State University to take advantage of the best tasting food while limiting the ecological impact of transporting food across country. The relatively short Michigan and Great Lakes region growing season can be challenging to this initiative. MSU is committed to supporting farmers and producers that use a variety of innovative and sustainable practices to extend the growing season (i.e., hoop houses, geothermal hothouses, energy-efficient cold storage, etc.)

Nutrition and Wellness

Michigan State University seeks to provide education and menu options focused on nutritional recommendations, health, and wellness, all while reducing our dining program's environmental impact. By addressing these issues together, we support a healthier MSU community and reduce the campus' environmental footprint.

Our dining program provides:

- Nutrient-dense plant-based cuisines, including plant-based proteins, offered daily in all dining neighborhoods.
- Healthful alternatives and options for allergen, cultural, and religious needs .
- Partnerships with local growers and producers to reduce transport emissions while preserving freshness and nutrients of products at their peak quality.
- Education promoting the benefits of a more balanced diet, including plant-based alternatives, animal proteins in reasonable portions, reducing the intake of saturated fat and the environmental footprint associated with animal production.
- Regularly scheduled Chef demonstrations focused on providing healthy recipes and tools to encourage and promote kitchen skills and knowledge.

We are Spartan Green

In addition to responsible food sourcing, Be Spartan Green advocates reducing waste, recycling materials, rethinking habits and re-educating others to make an impact. RHS provides leadership, coordination and oversight for the following sustainable initiatives:

Stewardship & Education

The campus' Environmental Steward Program comprises more than 600 Environmental Stewards, part of a large Spartan Green community, who receive monthly building reports reflecting changes in their building's energy consumption, recycling and reduction in landfill waste. Stewards are advocates for their areas and assist in educating and implementing behavioral changes that help to decrease inputs through energy and waste reduction.

The RHS Sustainability Office is in active alignment with this program, and requires that every employee attend RHS sustainability training. The outcome is that sustainability is understood and embraced as a core value within RHS. The RHS Office also develops and leads Environmental Stewards from each area within RHS to assist with ensuring that sustainable practices are in place and accountable.

Energy Transition Plan

Developed by students, faculty and staff, and approved by the MSU Board of Trustees, the Energy Transition Plan will help guide the university's future energy decisions. The plan's ultimate goal is to move toward having the university powered 100% by renewable energy through:

- improving the physical environment of campus
- investing in sustainable energy research and development
- being a leader in sustainable energy

Currently, MSU's T.B. Simon Power Plant burns coal, natural gas and biomass to produce steam, providing heat and electricity for the campus.

In 2013, MSU introduced the largest anaerobic digester composting system of any U.S. college campus. The digester reuses 17,000 tons of organic waste from campus dining halls and farms, generating 2.8 million kilowatt hours of electricity per year.

The anaerobic digester provides collaborative partnerships between education and research on MSU's campus. The \$5 million project forecasts a return on investment of 15 years, through reduced purchasing of grid electricity.

By 2015 MSU plans to reduce campus waste by 30%, energy consumption by 15%, and greenhouse gas emissions by 15%.

Water Conservation Strategies

The university is working to ensure a balanced and sustainable approach to water consumption on the MSU campus. A team comprised of faculty and staff members from MSU Infrastructure Planning and Facilities, Institute of Public Utilities and Institute of Water Research is working to assess campus water use, including process water use as well as water used in residence halls, for facilities and infrastructure needs, for research purposes and for landscaping and irrigation. The team will establish metrics for tracking water use reductions, with the ultimate aim of improving water efficiencies and reducing water use through conservation practices.

RHS considers and supports conservation strategies for low flow fixtures and water conservation equipment when renovating buildings and dining halls. RHS has implemented sub meters in buildings to provide real-time data on water usage and has shifted operational practices to include trayless dining options.

MSU's Energy Dashboard provides real-time water usage in all buildings on campus.

Waste Stream Management

Residence Hall Recycling

- Recycling stations are available in each residence hall for mixed paper/boxboard, cardboard, all plastics and household metals. Recycling of polystyrene is offered at move-in.

Pack Up, Pitch In

- Since 1996, MSU students and the City of East Lansing participate in Pack Up, Pitch In. Taking place during residence hall move-in and move-out, the program recycles unwanted items (wood, clothing, non-perishable food, etc.) to benefit local charities.

Clean Plates at State

- "What's on Your Plate?" food waste audits are conducted to measure residential dining hall food waste and to educate students, faculty and staff on food waste reduction.

Closing the Food Waste Loop

- Pre-consumer food waste scraps are composted from select dining halls, along with coffee grounds from retail coffee and dining cafés and culinary services, and are then used at the MSU Student Organic Farm and Bailey GREENhouse and Urban Farm.

Trayless Dining

- The Vista at Shaw Hall and Yakeley are exclusively trayless dining halls. Volunteer trayless dining is encouraged throughout residential dining. As RHS remodels and renovates residential dining halls, trayless designs are considered along with other sustainable attributes.

purchasing categories



Michigan State University is committed to supporting Michigan-grown fruits and vegetables—responsibly grown with a commitment to quality and safety compliance.

Current Best Practices

MSU Grown

Student Organic Farm

- The MSU Student Organic Farm is a 14.5-acre, certified organic, year-round teaching and production farm. The Farm uses passive solar greenhouses to produce and distribute fresh produce all year long. The Farm's markets include CSA memberships and a seven-month on-campus farm stand. The Farm also provides produce for MSU residential dining halls.

The Liberty Hyde Bailey GREENhouse and Urban Farm

- Housed in the Brody Neighborhood on the grounds of Bailey Hall, this passive solar greenhouse is home to the MSU Residential Initiative on the Study of the Environment (RISE) program. RISE students grow and harvest certified organic herbs and a variety of greens and vegetables year-round—produce that is enthusiastically used by Culinary Services.

Local

- The Farm to MSU* program provides the mechanisms to connect local fruit and vegetable growers and processors (within the State of Michigan, and surrounding states within 250 miles of East Lansing, Michigan) with the MSU community. The program outlines purchasing policy requirements, and safety and regulatory documentation requirements for achieving approved vendor status with the University.
- MSU is proud to be a 100% Michigan fresh apple campus, based on availability and varieties.

Regional

The Farm to MSU program provides the mechanisms to connect regional fruits and vegetable growers and processors (within a surrounding-state radius of 600 miles of East Lansing, Michigan) with the MSU community. The program outlines purchasing policy requirements, and safety and regulatory documentation requirements for achieving approved vendor status with the University.

* Farm to MSU Program is listed as Addendum B in this guide.



Michigan State University is committed to supporting Michigan-produced dairy products, responsibly made with Michigan milk.

Current Best Practices

MSU Grown

The Michigan State University Dairy Plant, operated by the Department of Food Science and Human Nutrition, provides the campus community with a variety of natural cheeses and ice creams.

Local

Fluid Milk, Creams, Cottage Cheese and Sour Cream

- MSU Food Stores currently purchases Michigan-made milk and dairy products, produced by the Michigan Milk Producers, a cooperative of 1,400 member-owned farms in Michigan, Ohio, Indiana and Wisconsin.

Yogurt

- MSU Food Stores purchases Michigan-made yogurt prepared with Michigan milk, in 6 oz. cups, for retail locations.

Ice Cream

- Michigan-produced ice creams are scooped at Brody Square and Holden Dining Hall and at The Gallery at Snyder-Phillips.

Regional

A variety of Great Lakes-produced butters and ice creams are served on campus, prepared with milk sourced from the Great Lakes region.

Responsible Practices

All fluid milk, cottage cheese, sour cream and yogurt served on the MSU campus is rBST-free.

The MSU Dairy Plant, a state-of-the-art 14,000-square-foot processing plant on campus, provides a variety of ice creams and cheeses to campus' Culinary Services operations, to Kellogg Center, and to two campus Dairy Store locations, and cheeses are sold via mail-order at dairystore.msu.edu.

Responsible Practices

- RHS Culinary Services utilizes fresh organic produce from the MSU Student Organic Farm and Bailey GREENhouse and Urban Farm.
- Local and regional growers and producers must meet all Food Safety criteria set by the Farm to MSU program.

Considerations

- MSU is committed to providing business opportunities to Michigan small to medium-sized family-owned farms.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose produce meets all criteria for the Farm to MSU program's Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green – Procurement Terms and Conditions: Addendum C.

Challenges

- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

USDA Organic

- MSU is interested in testing market demand to further expand USDA Organic produce in catering and retail applications.

Fair Trade Certified

- MSU is interested in testing market demand for Fair Trade Certified bananas in a limited number of Sparty retail store locations.

Responsible Land Management

- MSU is increasingly seeking growers that demonstrate superior environmental and conservation practices, verified by third party certifications, agencies or transparent operational practices, subject to review. Examples include:
 - » Farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP).
 - » Transitional farms, in process of migrating from conventional to organic.



Michigan State University is committed to supporting Michigan-produced eggs—responsibly raised, with a commitment to quality and safety compliance.

Current Best Practice

MSU Grown

MSU does not currently have the on-campus capacity to produce shell eggs for RHS to purchase.

Local

Currently, MSU purchases all Grade AA shell eggs within the State of Michigan.

Regional

MSU purchases all liquid eggs and value-added egg products from regional producers and processors within a surrounding-state radius of 600 miles of East Lansing, Michigan.

Responsible Practices

Grade AA shell eggs are produced by Michigan farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP), verified by the Michigan Department of Agriculture.

Considerations

- MSU is committed to providing business opportunities to Michigan small to medium-sized family-owned farms.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose Grade AA shell eggs meet all criteria for Farm to MSU Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.

MSU is currently a research participant in a \$6 million dollar grant awarded by the Coalition for Sustainable Egg Supply (CSES), a multi-stakeholder group collaborating on a commercial-scale study of housing alternatives for egg-laying hens in the U.S. The study will conclude in 2014, with final results reported in early 2015. MSU's participation in the research will result in meaningful science-based data that will help guide future U.S. sustainable egg production and purchasing decisions.

Considerations

- Provide business opportunities to Michigan small to medium-sized, family-owned dairy farms
- Vendors be in compliance with “Be Spartan Green: Procurement Terms and Conditions”: Addendum C
- Vendor and products meet criteria for Farm to MSU program’s Initial Audit: Addendum B

Challenges

- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

USDA Organic Milk

MSU is interested in testing market demand for packaged offerings at retail, in barista coffee bar operations and catering.

Responsible Land and Animal Management

MSU is increasingly seeking producers that demonstrate superior environmental, conservation and humane animal practices, verified by third party certifications, agencies or transparent operational practices, subject to review.

Examples include:

- Farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP).
- Transitional farms, in process of migrating from conventional to organic.
- Animal Welfare
 - » Feed: Farms using organic grain and/or varying combinations of grass-grain feed, versus feed entirely of GMO grains and animal by-products.
 - » Housing: Farms and Concentrated Animal Feeding Operations (CAFOs) whose animal densities are below and whose operational practices exceed the technical standards and guidelines of the Michigan CAFO Program.

Challenges

- Insufficient local supply chain for liquid eggs and value-added egg products
- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

Cage Free Shell Eggs

MSU is interested in local producers that can supply Grade AA Cage-Free shell eggs that are USDA shielded.

Liquid Eggs

MSU is interested in local and regional producers that can supply Cage-Free liquid eggs.

Humane Animal Practices

MSU is interested in company and supplier owned farms that are:

- Aggressively transitioning from conventional caged housing to enriched-colony or cage-free aviary systems prior to the State of Michigan legislated 2019 deadline.
- Certified Humane® by Humane Farm Animal Care.
- Members of the Coalition for Sustainable Egg Supply.

Responsible Practices

MSU is increasingly seeking producers that demonstrate superior environmental, conservation and livestock management practices, verified by third party certifications, agencies or transparent operational practices, subject to review (e.g., farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP)).



Michigan State University is committed to supporting Michigan poultry—responsibly raised and produced, with a commitment to quality and safety compliance.

Current Best Practice

MSU Grown

RHS, in partnership with the MSU Department of Animal Science Poultry Research and Teaching Center, is currently piloting a program for whole roasters for rotisserie applications.

Local

MSU purchases Michigan-raised and processed turkey through a cooperative of 45 Michigan farms, 38 of which are small to medium-sized farms located within 250 miles of East Lansing, Michigan.

Regional

MSU purchases whole chicken roasters and value-added chicken products from regional producers and processors within a surrounding-state radius of 600 miles of East Lansing, Michigan.

Responsible Practices

MSU purchases Michigan-raised and processed turkey through a cooperative that uses locally raised feed, that responsibly practices “barn roaming” housing and in-cage CO2 gas-stunning before slaughter, and whose majority of member farms participate in the Michigan Agriculture Environmental Assurance Program (MAEAP).

Considerations

- MSU is committed to providing business opportunities to Michigan small to medium-sized family-owned farms.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose poultry meets all criteria for Farm to MSU program’s Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.

Challenges

- Unidentified local supply chain for value-added poultry products
- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

Value-Added Chicken Products

MSU is interested in local producers of value-added chicken products.

Humane Animal Practices

MSU increasingly seeks poultry producers, and their suppliers, with humane animal management and slaughter practices. Practices should be verified by third party certifications (e.g., Certified Humane Raised & Handled (HFAC), American Humane Certified (AHA), and Animal Welfare Approved (AWA)), or producers that provide transparency in chain of custody and management to establish that humane animal management and slaughter practices exceed American Humane Slaughter Act standards.

- Aggressively transitioning from conventional cages to colony housing systems, prior to the State of Michigan legislated 2019 deadline
- Utilizing in-cage Co2 gas stunning prior to slaughter

Responsible Practices

MSU increasingly seeks producers demonstrating superior environmental, conservation and livestock management practices, verified by third party certifications, agencies or transparent operational practices, subject to review (e.g., farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP)).

Slaughtering Standards

MSU requires a select inventory of whole roasters to be slaughtered to halal standards.



Michigan State University is committed to supporting Michigan beef—responsibly raised and produced, with a commitment to quality and safety compliance.

Current Best Practice

MSU Grown

The MSU Beef program produces all whole-muscle beef and non-patty ground beef served in residential dining halls and from the MSU food truck. The program is made possible through a partnership with MSU's Department of Animal Science. The project encompasses approximately 200,000 pounds of live cattle. Cattle are raised and pre-conditioned at the Upper Peninsula Research Center in Chatham, Michigan, and finished at the MSU Campus Beef Cattle Teaching and Research Center, with harvesting and processing occurring in West Michigan.

Local

Certified Angus Beef patties are locally processed within 250 miles of East Lansing, Michigan.

Regional

- MSU purchases halal-certified lamb from regional producers and processors within a surrounding-state radius of 600 miles of East Lansing, Michigan.
- MSU purchases regional Certified Angus Beef patties from regional producers.

Considerations

- MSU is committed to producing MSU-farmed beef year round.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose ground beef and lamb products meet all criteria for Farm to MSU program's Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.

Challenges

- Unidentified culinary uses for smaller, less utilized cuts
- Unidentified Michigan producer of halal-certified lamb
- Impact of Michigan Upper Peninsula seasonality on year-round beef production
- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions

- Delivering the best overall value at fair market pricing

Opportunities

Grass-fed Beef

MSU is interested in market testing grass-fed beef in catering, residence halls and retail applications.

Humane Animal Practices

MSU increasingly seeks beef producers with humane animal management and slaughter practices. Practices should be verified by third party certifications (e.g., Certified Humane Raised & Handled (HFAC), American Humane Certified (AHA), Animal Welfare Approved (AWA)), or producers that provide transparency in chain of custody and management to establish that humane animal management and slaughter practices exceed American Humane Slaughter Act standards.

Responsible Practices

MSU increasingly seeks producers demonstrating superior environmental, conservation and livestock management practices, verified by third party certifications, agencies or transparent operational practices, subject to review (e.g., farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP)).

Slaughtering Standards

The MSU community requires lamb to be slaughtered to halal standards.



Michigan State University is committed to supporting responsibly raised pork—by producers with commitment to quality and safety compliance.

Current Best Practice

MSU Grown

MSU's Student Organic Farm currently produces a limited supply of heritage breed pork used in boutique culinary applications (e.g., catering, MSU Food Truck and Farm-to-MSU themed special events). RHS, in partnership with the MSU Department of Animal Science Swine Teaching and Research Center, is currently working to expand the capacity of this program.

Local

MSU purchases a variety of sausage products produced within 250 miles of East Lansing, Michigan.

Regional

MSU purchases a variety of breakfast sausages, bacon and value-add pork products from regional producers and processors within a surrounding-state radius of 600 miles of East Lansing, Michigan.

Responsible Practices

MSU has not yet identified an adequate pork supply demonstrating superior environmental conservation and livestock management practices.

Considerations

- MSU is committed to providing business opportunities to Michigan small to medium-sized family owned farms.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose pork meets all criteria for Farm to MSU program's Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.

Challenges

- Lower demand for select cuts

- Freezer shelf life of lower-demand hog cuts
- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

Responsible Practices

- MSU is increasingly seeking producers that demonstrate superior environmental, conservation and livestock management practices, verified by third party certifications, agencies or transparent operational practices, subject to review (e.g., farms participating in the Michigan Agriculture Environmental Assurance Program (MAEAP, Livestock System Verification)).

Humane Animal Practices

- MSU is interested in suppliers that:
 - » Require both company-owned and supplier-owned farms to transition from conventional gestational crate housing for sows to group sow housing prior to 2019.
 - » Are Certified Humane® by Humane Farm Animal Care.
- MSU is newly committed to conducting culinary research into the enhanced utilization of non-center cuts of pork.



Michigan State University follows the guidelines of the Monterey Bay Aquarium's Seafood Watch program, with a commitment to responsibly procure fish and seafood, meeting quality and safety compliance standards.

Current Best Practice

MSU Grown

MSU does not currently have the on-campus capacity to produce fish or seafood for RHS purchase.

Local

MSU purchases Michigan aquaculture-raised trout and shrimp and a variety of Great Lakes fish caught within 250 miles of East Lansing, Michigan.

Regional

MSU purchases a variety of freshwater fish caught within a surrounding-state radius of 600 miles of East Lansing, Michigan.

Responsible Practices

MSU purchases Pacific-caught Albacore tuna, a Seafood Watch "Best Choice"; and tuna labeled "Dolphin Safe," a practice disallowing tuna caught with gill or drift nets, which are known to be dangerous to many forms of marine life.

Considerations

- MSU purchasing protocol in order of priority:
 1. Wild
 2. Aquaculture
 3. Domestic
- MSU is committed to providing business opportunities to Michigan and regional vendors offering responsibly sourced Great Lakes and fresh lake fish.
- MSU is committed to providing business opportunities to Michigan and regional vendors whose aquacultured fish and seafood meet all criteria for Farm to MSU Initial Audit: Addendum B.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.



Michigan State University is committed to supporting Michigan-produced food products—responsibly grown and manufactured, with a commitment to quality and safety compliance.

Current Best Practice

MSU Grown

The MSU Bakers is a department within RHS, producing a wide variety of made-from-scratch and hand-decorated baked goods to be served in MSU's residence halls and campus retail venues.

Local

Currently, MSU purchases Michigan-grown soy fryer shortening and soy oils, specialty oils, beet sugar, artisanal milled grains, cherry and blueberry products, cereals, baking mixes, and artisanal and manufactured baked goods from producers within 250 miles of East Lansing, Michigan.

Regional

MSU currently purchases flours, artisanal grains, cereals and peanut butter from regional producers and processors within a surrounding-state radius of 600 miles of East Lansing, Michigan.

Responsible Practices

Soy shortening and oil is produced from non-GMO Michigan soy crops. The energy needed to power the processing plant is recovered from a local waste-to-energy landfill, which powers the soybean processing plant and the soybean oil refinery.

Considerations

- MSU is committed to providing business opportunities to Michigan small to medium-sized family-owned farms, producers, and processors of food staples.
- MSU is committed to providing business opportunities to Michigan and regional vendors

MSU uses low saturated fat soybean oils, made from non-GMO Michigan soybeans processed with renewable energy. The processing plant, located in West Michigan, utilizes a six-mile pipeline that captures methane gas from the local land fill to power the energy efficient LEED silver certified processing plant—energy that would otherwise have been burned into the air and wasted. The oils are transported to MSU in bio-diesel fueled trucks.

Challenges

- Narrow local supply chain for Great Lakes fish
- Short season of Great Lakes fish
- Unidentified local and regional supply chain for aquacultured fish and seafood
- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing
- MSU's Midwest location challenges carbon footprint reduction

Opportunities

Great Lakes and Fresh Lake Fish

MSU is increasingly committed to providing business opportunities to Michigan and regional vendors offering responsibly sourced Great Lakes and fresh lake fish.

Aquaculture

MSU is increasingly committed to providing business opportunities to Michigan and regional vendors producing aquaculture fish and seafood.

Responsible Practices

- MSU increasingly seeks producers that demonstrate superior environmental, fresh water and ocean conservation with established management practices that avoid overfishing of species. Verification of products by third party certification is desired, or transparency in product's chain of custody to establish the product meets the Monterey Bay Aquarium's Seafood Watch Best Choice, Good Alternative or Best Aquaculture Practices, designation.
- MSU recommends that RHS chefs use the Monterey Bay Aquarium Seafood Watch phone app to build education and awareness around menuing sustainably procured fish and seafood.

whose grown and manufactured products meet all criteria for Farm to MSU Initial Audit: Addendum B.

- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green: Procurement Terms and Conditions: Addendum C.

Challenges

- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing
- Local/Regional Supply
- Unidentified sufficient supply chain for local honey, produced within 250 miles of East Lansing, Michigan.

Opportunities

Responsible Land Management

MSU increasingly seeks growers that demonstrate superior environmental and conservation practices, verified by third party certifications, agencies or transparent operational practices, subject to review.

Local/Regional Supply

Unidentified sufficient supply chain for local/regional honey, produced within 250 miles of East Lansing, Michigan.



Michigan State University is committed to supporting responsibly sourced coffees and teas, with a commitment to quality and safety compliance.

Current Best Practice

MSU Grown

The MSU Student Organic Farm is developing select herbal teas at the Bailey GREENhouse, to be served at select locations on campus.

Local

MSU purchases a proprietary portfolio of coffees, including Spartan Spirit Coffee, from a local coffee roaster, located within 250 miles of East Lansing, Michigan.

Regional

MSU currently sources coffees and teas from importers, roasters and processors located within 600 miles of East Lansing, Michigan.

Responsible Practices

Coffee

- Spartan Spirit coffee is Fair Trade Certified.
- A variety of organic coffees are offered at retail locations.
- A proprietary Fair Trade Rwandan blend supports programming to assist Rwandan coffee growers with better farming techniques and access to global markets.

A great coffee with a greater mission.

MSU's Fair Trade Rwandan blend is a superb, rich-tasting custom roast coffee that has developed from an amazing 10-year partnership among MSU, a local Michigan coffee roaster, and the devoted farmers of war-torn Rwanda.

Following the 1994 war and genocide in the east African country, a program was initiated between MSU's Institute of International Agriculture and the U.S. Agency for International Development, linking Rwanda's depressed coffee farming industry with important coffee industry organizations throughout the world. The result is the development of better farming techniques, the best coffee processing practices and access to global markets that are bringing hope and success to the devastated farmers of Rwanda.

Tea

- A majority of MSU dining hall and retail tag teas carry one or more of the following designations: Rain Forest Alliance Certified, Organic, USDA Organic, and Fair Trade Certified.
- A variety of MSU's retail tea products participate in the Ethical Tea Partnership and Community Health Advancement Initiative (CHAI).

Packaging

- All coffee uses corrugated cardboard packaging with 100% post-consumer recycled content.
- A variety of MSU retail tag teas use packaging with 85% post-consumer recycled content and soy-based inks.

Considerations

- MSU is committed to providing business opportunities to Michigan importers and roasters of responsibly sourced coffee and tea.
- MSU is committed to providing business opportunities to vendors in compliance with Be Spartan Green—Procurement Terms and Conditions: Addendum C.

Challenges

- Continuous improvement in campus distribution systems to maximize efficiencies and reduce campus greenhouse gas (GHG) emissions
- Delivering the best overall value at fair market pricing

Opportunities

Responsible Land Management

MSU increasingly seeks growers that demonstrate superior environmental and conservation practices, verified by third party certifications, agencies or transparent operational practices, subject to review.

Fair Trade/Fair Labor

MSU increasingly seeks growers and importers that support fair trade and fair labor practices in the country of origin of the coffees and teas they produce.

Conclusion

Evolving our sustainability practices to include more responsibly produced food is challenging, but it is in full alignment with our campus-wide strategies of the Bolder by Design initiative to Strengthen Stewardship and the management of the Triple Bottom Line of People, Planet and Profit. At MSU we fully anticipate that these procurement practices will continue indefinitely, enhancing our tradition of providing culinary excellence and Delivering Outstanding Spartan Experiences.

Our desire to source more responsibly is a complex undertaking, and the engagement of our vendor community is key to our success.

This is the First Edition of the MSU Sustainable Food Procurement Guide. It is our intent to update the Guide as our purchasing criteria evolve, and to continue to involve our vendor community in building and strengthening MSU's responsibly sourced food system.

Help MSU Address the Challenge

What are other ways MSU can reduce its environmental footprint through our food system?

Share your ideas with us!

Email us at: fsprocurement@rhs.msu.edu with a description of resources or ideas you may have to help us source responsibly produced food.

Michigan State University Programs and Industry Resources Referenced in this Guide

MSU Strategy and Sustainability:

Be Spartan Green: <http://www.bespartangreen.msu.edu>

MSU Boldness by Design: <http://boldnessbydesign.msu.edu/>

MSU Energy Transition Plan: <http://www.energytransition.msu.edu/>

Water: <http://ipf.msu.edu/green/water/index.html>

MSU Residential and Hospitality Services (RHS):

Clean Plates at State: <http://www.eatatstate.msu.edu/foodwaste>

Eat at State!: <http://www.eatatstate.msu.edu/>

Farm to MSU Program: <http://www.eatatstate.msu.edu/sustainability/local>

MSU Residential and Hospitality Services (RHS): <http://rhs.msu.edu/>

Pack Up, Pitch In: <http://liveon.msu.edu/pack-up>

RHS Sustainability Department: <http://rhs.msu.edu/sustainability>

Spartan Hospitality Group: <http://rhs.msu.edu/shg/spartan-hospitality-group>

MSU Grown:

Bailey GREENhouse: <http://www.eatatstate.msu.edu/sustainability/grownatmsu/greenhouse>

MSU Bakers: <http://www.msubakers.com/>

MSU Beef Program: <http://www.eatatstate.msu.edu/sustainability/grownmsu/beef>

MSU Dairy: <http://www.eatatstate.msu.edu/sustainability/grownatmsu/dairystore>

MSU Grown: <http://www.eatatstate.msu.edu/sustainability/grownmsu>

Student Organic Farm: <http://www.musorganicfarm.com>

Industry Resources:

American Humane Certified: <http://www.humaneheartland.org/our-farm-programs/american-humane-certified>

Animal Welfare Approved: <http://www.animalwelfareapproved.org/standards/guide/>

Certified Humane: <http://www.certifiedhumane.org/>

Coalition for Sustainable Egg Supply (CSES): <http://www2.sustainableeggcoalition.org/>

Ethical Tea Partnership: <http://www.ethicalteapartnership.org/>

Fair Trade Certified: <http://www.fairtradeusa.g/?gclid=CJOcv6fgt7oCFe5cMgodGmAA7A>

Michigan Agriculture Environmental Assurance Program (MAEAP): <http://www.maeap.org/>

Michigan CAFO Program: http://www.michigan.gov/deq/0,1607,7-135-3313_3682_3713-96774--,00.html

Monterey Bay Aquarium's Seafood Watch: <http://www.montereybayaquarium.org/cr/seafoodwatch.aspx>

Rain Forrest Alliance Certified: <http://www.rainforest-alliance.org/certification-verification>

USDA Organic: <http://www.ams.usda.gov/AMSV1.0/nop>

Project Team Acknowledgments

This guide was published by Michigan State University's Department of Residential and Hospitality Services and MSU partners. It was researched and compiled by foodprint, LLC.

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Addenda

Addendum A: Residential and Hospitality Services Organizational Chart

Addendum B: Farm to MSU Program

Addendum C: Be Spartan Green

Addendum D: Local and Regional Foods & Supplies at Michigan State University

Addendum A: Residential and Hospitality Services Organizational Chart



Addendum B: Farm to MSU Program



FARM TO MSU

A PARTNERSHIP WITH LOCAL GROWERS

IN PARTNERSHIP WITH:

RESIDENTIAL & HOSPITALITY SERVICES

CULINARY SERVICES

RESIDENTIAL DINING
SPARTY'S CONVENIENCE STORES & CAFÉS
MSU CONCESSIONS

SPARTAN HOSPITALITY GROUP

KELLOGG HOTEL & CONFERENCE CENTER & CATERING

RHS OFFICE OF SUSTAINABILITY

MICHIGAN STATE UNIVERSITY
RHS SUPPORT SERVICES
FOOD STORES BUILDING
220 SERVICE ROAD
EAST LANSING, MICHIGAN 48824-1233

MICHIGAN STATE
UNIVERSITY

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OVERVIEW

FARM to MSU

Division of Residential & Hospitality Services
Michigan State University

The vision of Michigan State University’s Residential & Hospitality Services is to provide an exceptional experience for its residential students and campus guests. Dining venues encompass students dining in a residence hall food service, concessions at Spartan sporting events, a vending snack, a great cup of Fair Trade coffee at Sparty’s, or a five-star, chef-prepared meal at the Kellogg Center’s State Room. The diversity of the customers we serve requires the best and safest foods being available for our culinary and food preparation staff.

As stewards of the University’s food basket, the opportunity to engage with Michigan and regional agriculture is desired in the expansion of our sustainable initiatives. These endeavors shall support our core vision and more importantly, provide the educational forum that shall influence future decision making by individuals in their personal lives.

The *Farm to MSU Program* provides the mechanism to connect Michigan products to the MSU community. The document outlines our intentions, purchasing policy requirements, and regulatory documentation required to achieve an approved Vendor status with the University. Food Safety is critical for our daily culinary operations. A secure and safe supply chain will not be compromised--it is our #1 priority.

It is preferred that the delivery of products, especially produce and proteins, be channeled via the umbrella of our current contractual agreements. This supply chain shall serve as a third-party clearing house for safety and sanitation compliance, along with optimal, qualitative product deliveries to our dining services. Our current suppliers are also interested in expanding their availability of Michigan and regional agriculture products, so the opportunity to do business beyond MSU's requirements may be desirable.

MSU Residential & Hospitality Services Culinary Services strives to be best in class for College and University food service programs. Future partnerships with the Michigan community shall be in direct support of our vision.

FARM TO MSU

Importance of Farm to MSU Program

1. Provide the opportunity for Michigan farmers, processors, brokers, and food distributors to market their products and services.
2. Provide the MSU community with a healthy diet and fresh, local foods when in season.
3. Provide safe and healthy foods grown with high levels of environmental stewardship.
4. Contribute to the vitality of our rural and urban communities.
5. Connect Michigan State University to Michigan communities.
6. Broaden our awareness of environmental, economic, social, and cultural resources, both locally and globally, in support of our future generations' ability to maintain a sustainable life.

Goals

1. Focus on local growers and farmers who use sustainable practices.
2. Support Michigan businesses to provide jobs and economic development.
3. Develop culinary services programming featuring Michigan agriculture.
4. Educate the MSU community about sustainable practices and the importance of regional food systems—where and how food is grown.
5. Provide value to MSU culinary services through support of sustainable, organic, local, and regional producers.
6. Collaborate with MSU and Michigan-based organizations to strengthen the ties between the community and MSU in an effort to provide a healthy regional environment.
7. Serve as better stewards of the Earth.

Definitions

1. **LOCAL**
 - Within the State of Michigan and the surrounding states within 250 miles of East Lansing, Michigan
2. **GREAT LAKES**
 - Within the surrounding states of Ohio, Indiana, Illinois, Wisconsin, and Canada
3. **REGIONAL**
 - Within a geographic footprint of 600 miles from East Lansing, Michigan
4. **ORGANIC**
 - USDA certified
5. **SUSTAINABLE**
 - Support of products that encompass human and ecological health, social justice, secure livelihoods, and a better world for all generations¹



FARM TO MSU

Successes from the Past Five Year Plan

1. Incorporate sustainably raised products in dining services
 - a. Feature grain-fed or organic proteins (MSU Farm)
 - b. Conversion to hormone-free dairy
 - c. Feature seasonal produce
2. Initiate educational programming through the University's Sustainability Office and RHS Divisional Department
3. Incorporate products from the Student Organic Farm into culinary services' menus
4. Develop linkage with K-12 Farm to School Program
5. Marketing development/publications telling the story behind sustainable, local, and organic food products

Goals for the Next Five Year Plan

1. Expand outreach with the intent to increase the variety of available produce and promote economic development
2. Market the story behind the sustainable products offered in MSU dining facilities
3. Incorporate products from Bailey Greenhouse into culinary services' menu
4. Conversion to hormone-free proteins
5. Offer field trip experiences for staff to Michigan Farms and processing facilities
6. Expand dining boutiques offering sustainable products year round



Bailey Greenhouse

¹ Sustainability as defined by The Association for the Advancement of Sustainability in Higher Education (AASHE) <http://www.aashe.org/>

FARM TO MSU PROGRAM Guidelines

CRITERIA FOR APPROVED VENDOR STATUS

Michigan State University desires the participation of Michigan-based business partners in our wide range of culinary and food service programs. To ensure that our food supply chain meets the criteria of quality, safe, and healthy products, Vendors shall meet specific guidelines set forth by MSU for an initial audit.

1) THE INITIAL AUDIT SHALL REVIEW WRITTEN DOCUMENTATION PROVIDED BY THE VENDOR:

- a) Product offerings (physical, chemical, and microbiological attributes as applicable)
- b) HACCP
- c) Sanitation Standard Operating Procedures (SSOP's)
- d) Good Manufacturing Practices (GMP's) as applicable
- e) Good Agricultural Practices (GAP's)
- f) Employee training programs
- g) Statement of Certification (page 10)
- h) Farm and Production Practices Food Safety Questionnaire (page 11)
- i) Farm Ownership Information Form (page 12)
- j) Signature Pages (2) (pages 17 and 18)

Products sold to MSU, directly or indirectly, shall meet or exceed predicated specification requirements (quality, count, weight, temperature, and notability).

2) CERTIFICATION

Please include a copy of applicable certifications of your Firm's business products.

3) STATE LICENSE

Please include a copy of your state agriculture license.

4) FOOD SAFETY

The Vendor agrees that all farms, warehouses, and processing facilities servicing MSU shall be subject to inspection by any person designated by MSU at reasonable times. Please provide the following written documentation:

- a) Third party audits on file for continuing certifications
- b) Three (3) year history of certified water reports
- c) Recall Policy
- d) Metal Detection
- e) Pesticide Residual Report
- f) Temperature Management
- g) Pathogenic Management
- h) Traceability procedures
- i) State the procedures for product recalls, tracking, and methods for removal and replacement handling (including the invoice and communication process)

- j) The Firm shall provide the last three (3) inspection reports to validate standards of safety; the Firm shall also provide the Hazard Analysis Critical Control Point (HAACP) Food Safety for the Firm and named processing facilities

5) ENVIRONMENTAL PROGRAM CERTIFICATIONS

- a) Is your farm MAEAP (Michigan Agricultural Environmental Assurance Program) certified?
- b) Other Certifications

6) COMPLIANCE

- a) The Firm shall comply with all statutes, ordinances, and regulations of federal, State of Michigan, and local governments applicable to the Firm's operation.
- b) Please state your Firm's named processor and supplier's in-place procedures to assure non-bio-terrorist adulteration of products in the supply chain to MSU (e.g., seeds, plant sourcing, feed, fertilizer, other ingredients, finished goods, packaging, transportation, etc.).

7) INSURANCE REQUIREMENTS

Certificates of Insurance shall be provided to MSU on an annual basis. For current protocols, please reference <http://www.ctr.msu.edu/download/mbp/insurancereqs-serviceproviders.pdf>.

8) GENERAL CONDITIONS

- a) In general, produce shall be no older than 72 hours from harvest to assure freshness.
- b) At the time of delivery, all products shall have a minimum shelf life of six (6) days. Please state any exceptions.
- c) No product shall be delivered at temperatures greater than 38°F.
- d) All products shall be U.S. #1 or U.S. Extra Fancy. Sizing and weights are very important as they relate to yield and food costs.
- e) Produce shall be clean and free of excess dirt material and crated in clean, food-safe boxes, packed by the requested packing unit.
- f) No substitutions shall be made without the prior approval from the Procurement Coordinator. The decisions on substitutions shall be made by MSU based on cost, intended use for the menu, customer acceptance, and judgment of management.
- g) Whenever a Firm's place of business, mode of delivery, or source of supply has been disrupted by strike, act of God, shortage, or any other disruption beyond the Firm's control, it shall be the Firm's responsibility to promptly notify the Procurement Coordinator when product qualities and quantities are affected. MSU may elect to cancel all orders on file with the Firm and place said orders with another source.
- h) For the purpose of the Agreement, MSU is a non-profit, tax-exempt business organization. No taxes (e.g., sales, use, excise, et al) shall be levied against MSU during the agreement.
- i) Title does not transfer to MSU until receipt of goods.

9) QUALITY ASSURANCE

- a) The University requires an effective, in-place quality assurance program with well-established procedures for Vendor approval status.

- b) Firms shall describe compliance with the desirable specifications, along with a detailed description of its quality control and quality assurance procedures, with an elaboration on the following five (5) topics:
 - 1) Describe the process or program used for supplier selection to assure products are raised/produced with consistently high quality grade in a safe food supply chain.
 - 2) Describe the system for reinforcing adherence to product specifications.
 - 3) Describe the procedure for guaranteeing the quality and safety of your Firm's products.
 - 4) State the procedures for product recalls, tracking, and methods for removal and replacement handling (including the invoice and communication process).
 - 5) Describe the acceptance and inspection procedures for receiving products into the Firm's storage facilities. Include the type, frequency, and amount of inspection, product characteristics to be inspected, criteria for approving and rejecting product, and record-keeping procedures.
- c) The Firm shall provide the last three (3) inspection reports to validate standards of safety, and Hazard Analysis Critical Control Point (HACCP) Food Safety for the Firm and named processing facilities.
- d) The Firm shall be a licensed dealer under the Perishable Agricultural Commodities Act, and shall have proof of a license from the U.S. Department of Agriculture.
- e) Provide a copy of both the Firm and Firm's named processor's HAACP programs for safety and sanitation. This information should include training regarding worker health and hygiene, training about CGMPs, facility layout, cleaning and sanitizing, production and process controls, storage, and transportation.

10) DELIVERY PROCEDURES AND PERSONNEL

For Phase One of the *Farm to MSU* program, all products shall be subject to sale and delivery via the current approved produce companies currently providing services to MSU campus.

This protocol will allow for channeling product through the current established supply chain and assure order fill requirements for the MSU customer base. Compliance requirements for doing business with the MSU approved produce companies shall be defined by each produce Firm.

As the *Farm to MSU* program evolves and/or when applicable, it may be determined, for practicality reasons, products may be delivered directly to the MSU campus.

As the program evolves, the following guidelines for deliveries to MSU Culinary Services shall be considered:

- a) All shipments are subject to inspection upon arrival at MSU. Receipt of damaged product may result in order refusal.
- b) The Firm shall deliver all products individually labeled and invoiced by account number to each designated location. The products shall be clean and in food-safe boxes, packed by package units. Proper temperature must be maintained throughout the staging, loading, transport, and delivery of products.
- c) The expectation is that the Firm shall guarantee delivery on the days designated.
- d) Deliveries to MSU Culinary Services shall be between 6:00 a.m. and 10:00 a.m. Deliveries to the Food Stores building shall require a delivery appointment. MSU requires notification of late deliveries, which are defined as: one (1) hour or more past the start time of the delivery schedule (6:00 a.m.).
- e) All of the Firm's facilities and delivery vehicles shall conform to local, state, and federal rules and regulations regarding sanitation and are subject to inspection by MSU or other officials

- at the discretion of the University. The trucks shall be equipped to maintain the appropriate temperatures and product segregation as necessary. All deliveries shall be made in clean covered trucks (no tarp covers).
- f) All Firm employees shall conduct business with MSU personnel in a competent, courteous, and professional manner; the Firm's personnel shall be well-groomed.
- g) Delivery personnel conducting services shall identify themselves to MSU management personnel before and at the conclusion of business in an MSU facility.
- h) MSU reserves the right to require a change in delivery or account representation if the conduct by the Firm's personnel, in the opinion of MSU, is unprofessional.
- i) At the time of delivery, a designated MSU employee will "check in the order" verifying the accuracy of the order, invoice, and the quality of the products received. Any deviations or problems noted at the time of delivery will be communicated to the Firm's delivery personnel who shall have the ability to issue and authorize credits for damaged, improper, returning, or missing products at that time. The Firm's delivery personnel may be required to communicate with the culinary services management concerning product shortages or any other problems with the delivery.
- j) The University desires that all products be identified with decipherable dates, open code dates or pull dates, as determined by the type of product delivered. The Firm shall provide a produce code number key listing. Products with open code dates shall clearly show the use-by date, date of production or processing, sell-by date, best-if-used-by date, or similar markings.
- k) All produce shall be fresh and without damage or age defects, as defined by MSU. Michigan State University reserves the right to refuse delivery of any product(s) where there may be a question or evidence as to whether proper storage and/or sanitation practices have been followed.
- l) Signatures serve as the authorization of payment. MSU reserves the right to refuse payment of unsigned invoices.
- m) Signage with the Firm's logo shall be prominently displayed on delivery vehicles the Firm utilizes to conduct business on the MSU campus.

11) EQUIPMENT

All equipment loaned or provided by the Firm will remain the sole property of the Firm at all times. With respect to any equipment loaned or provided by the Firm, MSU shall:

- a) Refrain from removing equipment from the facilities unless MSU received prior written approval.
- b) Refrain from encumbering the equipment or permit any attachment to it, unless authorized in writing to do so by the Firm.
- c) Reimburse the Firm for any loss of or damage to the equipment caused by MSU employees or agents' negligent or willful acts or omissions. MSU will not be responsible for the loss of or damage to any equipment caused by vandalism or the actions of third parties (other than MSU employees or agents).

12) DELIVERY INVOICES, PRICING, AND PAYMENT

During Phase One of the *Farm to MSU* program, all invoicing shall be processed via the approved produce Vendors.

As the *Farm to MSU* program evolves, direct billing procedures shall be established with the following guidelines:

- a) All orders shall be accompanied by an itemized invoice in triplicate (3), including the dining operation name, purchase order number, account number, product name, unit cost, pack, amount ordered, amount delivered, extension, total cases delivered, and total charges. All variances, substitutions, and shortages shall be noted on the invoice.
- b) One copy of the delivery ticket shall be left with the merchandise in each dining service operation and the second copy shall be submitted to MSU Food Stores Accounting by the Firm no later than the end of each delivery day.
- c) The Firm shall provide separate invoices for each operation's account number even if they are delivered to the same delivery location.
- d) At the time of delivery, a designated and duly authorized MSU employee shall sign the Firm's invoice. Signatures serve as the authorization for payment by RHS Procurement. MSU reserves the right to refuse payment of unsigned invoices.
- e) MSU desires a system for electronic invoicing and payment.
- f) The cash discount period, if offered, shall begin from the date of receipt of an acceptable invoice. MSU shall pay per the Firm's terms. Please do not send statements.
- g) The Food Stores purchase order number shall be stated on all correspondence regarding this contract (i.e., shipping documents, invoices, and general information). Your statement for payment may be submitted to MSU Food Stores on a weekly, bi-weekly, or monthly basis. MSU shall issue a check within ten (10) business days of receipt.
- h) Invoice payments are processed within ten (10) business days; you will receive a check (in the mail) after the invoices are processed. ACH payment processing is desired and offers shorter payment terms.

13) CREDITS/RETURNS

Returns shall be accepted by the Firm under the following conditions; however, this list is not exhaustive:

- i) Products shipped in error.
- ii) Products damaged in shipments.
- iii) Products with concealed or latent damage.
- iv) Products that are recalled.
- v) Products that do not meet reasonable shelf life requirements.
- vi) Products that do not meet minimum quality requirements.
- vii) Products delivered in unsanitary delivery vehicles.
- viii) Products delivered that exceed the minimum/maximum specified temperature.

The Firm's delivery personnel shall write credits incurred on the same day of delivery.

14) FIELD REVIEW

Tours of the Firm's farms and facilities are subject to MSU and third-party review.

15) PRICING/BID PROCESS

MSU reserves the right to conduct business for the *Farm to MSU Program* with the Firm(s) that, in the assessment of MSU Officials, will best serve the requirements of MSU, and is not obligated to purchases based on the lowest price. Product quality and safety compliance are critical to the award process.

16) SUSTAINABILITY

- a) MSU prefers the Firm's culture and business support sustainable environmental practices. Please provide supporting documentation of your Firm's sustainability initiatives.
- b) MSU prefers the Firm's culture and business support Human Rights initiatives. Please provide supporting documentation of your Firm's human rights initiatives.

17) MARKETING

- a) When feasible, Culinary Services shall identify your product when it is served. Please provide a digital copy of your logo and a photo of the operation/producers/family for the marketing signage.
- b) MSU Residential and Hospitality Services Marketing Communications would like the opportunity to photograph farm sites for purposes of education in relationship to products being served in the dining services.

18) PRODUCT QUANTITIES

Historical product quantity information is available by contacting the Purchasing Coordinator.

19) CANCELLATIONS

The agreement may be cancelled by MSU, the Firm, and/or third-party supply chain Vendors if any party defaults in performance of any material or service obligation and such default continues for thirty (30) calendar days after written notice of default is received by the other parties.

20) MSU CONTACTS

Office Telephone: 517.355.0273

Office Fax: 517.353.9024

Debbie Jenks, Procurement Coordinator, Produce
Todd Loeffler, Procurement Coordinator, Center of the Plate
Marta Mittermaier, RHS Support Services Manager

jenksd@rhs.msu.edu
loeffl23@rhs.msu.edu
mitterma@rhs.msu.edu

STATEMENT OF CERTIFICATION

The **FIRM** hereby certifies:

1. The undersigned **FIRM**, in response to the Request for Proposal for the *Farm to MSU Program*, having examined the documentation and being familiar with the conditions surrounding the proposed project, hereby proposes to provide such services meeting the requirements outlined in the Request for Proposal.
2. The **FIRM** understands that the University reserves the right to reject any and all proposals, waive irregularities or technicalities in any offer, and accept any offer in whole or in part which it deems to be in its best interest.
3. The **FIRM** agrees that this offer shall be good and may not be withdrawn for a period of 90 days after the public bid opening.
4. The **FIRM** hereby certifies: (a) that its proposal is genuine and is not made in the interest of or on behalf of any undisclosed person, **FIRM** or corporation; (b) that the **FIRM** has not directly or indirectly induced or solicited any other **FIRM** to put in a false proposal; (c) that the **FIRM** has not solicited or induced any person, **FIRM** or corporation to refrain from bidding; and (d) that the **FIRM** has not sought by collusion to obtain any advantage over any other **FIRM** or over the University.
5. The **FIRM** agrees that the response to this proposal is a legal and binding offer and the authority to make the offer is vested in the signer. Minor differences and informalities shall be resolved by negotiation prior to acceptance of the offer.

DATE: _____

FIRM NAME: _____

BY (SIGNATURE): _____

BY (PRINTED): _____

TITLE OF OFFICER: _____

ADDRESS: _____

TELEPHONE: (800) _____ FAX: (800) _____

CELL PHONE: _____ EMAIL: _____

FARM TO MSU

Farm and Production Practices Food Safety Questionnaire

1. Is there livestock on farmland? Yes No N/A
If yes, what is the location of the livestock in relation to the water source?

2. What is the source of water used for irrigation? _____
3. Has the water been tested in the last year? Yes No N/A
4. Are test records on file? Yes No N/A
(Please provide copies for the last three (3) years.)
5. If raw manure is incorporated into the soil, is it added at least two (2) weeks prior to planting or 120 days prior to harvest? Yes No N/A
6. Are baskets, totes, or other containers used to collect or transport food products cleaned and sanitized before each use? Yes No N/A
7. Are packing materials used for food products kept clean? Yes No N/A
8. Are packing containers appropriate for food contact? Yes No N/A
What type(s) of containers are used to ship the products? _____
9. Are food products kept at appropriate temperatures (34-38°)? Yes No N/A
10. How is the source of wash water used on food products and storage containers protected from cross-contamination (i.e., manure, livestock, and pets)?

11. Are food products washed, rinsed, and sanitized? Yes No N/A
What is the sanitizer used? _____
12. Are food product contact surfaces washed, rinsed, and sanitized at the end of the day? Yes No N/A
What is the sanitizer used? _____
13. Is there a pest control program in place (for rodents, mice, etc.)? Yes No N/A
What is the pest control program? _____
14. If there is a food product packing facility, is it enclosed? Yes No N/A
15. Is there a restroom, including hand-washing facility, in the packing facility? Yes No N/A
If "No", where is the closest restroom facility? _____
16. What guidelines or policies exist to insure employee health?

**FARM TO MSU
Farmer Ownership Information Form**

Contact Name	<i>Please place a mark next to your preferred mode of contact.</i>
Company/Farm Name	oPhone:
Address	oCell Phone:
City, St, Zip	oE-mail:
Have you sold to MSU before? oYes oNo	Minority Owned? oYes oNo
Products (check all that apply): oProtein oProduce oDairy oOther	
Examples (raspberries, walnuts, organic milk, organic green beans, etc.)	
Number of acres: o0 - 50 o51 - 200 o201 - 500 o501+	
Number of head: o0 - 50 o51 - 200 o201 - 500 o501+	
Number of generations: o1st o2nd o3rd o4th +	
How did you find out about the <i>Farm to MSU Program</i> ?	
oAnother farmer oA farmer organization oMSU Webpage oOther	
Have you direct marketed before?	
oWith a restaurant oTo a farmer's market oWith a university oOther	
Please list additional information about your operation (access to pasture, use of greenhouse, certification, use of antibiotics & pesticides, etc.) in the area below:	

**MICHIGAN STATE
UNIVERSITY**

May 1, 2014

TO: All Potential Vendors
FR: Marta Mittermaier
RE: A Potential Firm Doing Business with MSU

When contacted by a Firm requesting to offer their business services and/or interest to participate in the University's bid process, the following written documentation is required prior to becoming an approved Vendor for MSU:

1. The nature of the Firm's product/service; product guide of available merchandise.
2. Please define the point of origination for the Firm's product and/or services. Michigan State University prefers sourcing from Michigan and the Great Lakes Region.
3. The Firm's business address and representative contact; internet contact. Please complete the MSU Vendor Profile Data Sheet.
4. Federal Tax ID number (Complete Substitute W-9)
5. The Firm's Equal Opportunity Policy Statement.
6. Copy of required licenses for doing business.
7. Certificate of Insurance naming MSU as a covered party; Liability and Hold Harmless coverage; Terrorism coverage; Worker's Compensation coverage.
8. Status of Business (MWS).
9. Credit application, if required for MSU.
10. Methods of payment options required by the Firm; payment terms; EFT.
11. If a food manufacturer/grower, the Firm is required to provide the two most recent inspection reports by the Firm's licensing body; HACCP program document, if applicable; methods of delivery to MSU via temperature controlled environment.
12. If the potential Firm is a food manufacturer/grower, a site/facility inspection by MSU is required.
13. A statement of personal interest(s) within the University.
14. Other specific requirements based on the nature of the product/service.
15. All samples for reasons of food safety must be in full cases, along with nutritional, preparation, ingredients, allergens statements, and origin.
16. Firm's Corporate Environmental Officer and Firm's website.



**Division of
Residential and
Hospitality
Services**

Culinary Services

Procurement
Michigan State University
220 Service Road
East Lansing, MI
48824-1376

Phone: 517/355-0273
Fax: 517/353-9024

MSU is an affirmative-action/
equal-opportunity employer.

The initial contact for potential vendors will be the RHS Procurement Office located at 220 Service Road. This will facilitate the process for evaluating Vendor qualifications, determine if the Firm has other avenues of business opportunity with the University, and assure the Vendor is being paid for their services by MSU. In today's business climate, it is essential our business agreements be with reputable Firms to ensure the welfare of our customers. The required written documentation shall support the criteria for approval and be consistent with the entrusted responsibility given by Michigan State University's Board of Trustees. Separate negotiations or receipt of products/services without a Firm's approval may result in an individual's personal responsibility for payment.

Michigan State University Supplier Information Form
Substitute W-9

Food Stores Procurement
Telephone: 517.355.0273
Fax: 517.353.9024

NEW / UPDATE
(Please Circle)

220 Service Road
East Lansing, MI 48824-1234
MSU F.E.I.N. 38-6005984

MICHIGAN STATE
UNIVERSITY

Professional Service Contracts with Independent Contractors
Conflict of Interest Disclosure Form

Please provide your Federal Employer Identification Number

If no FEIN is involved, please provide your Social Security Number.

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Please check all appropriate options:

Individual/Sole Proprietor Corporation International Corporation Partnership (i.e., LLC, LTD) Non-Profit

If Individual/Sole Proprietor, provide name of individual: _____

Company Name: _____ Telephone: _____
Area Code Number Extension
Company Acronym/Short Name: _____
Contact Person: _____ Toll Free Telephone Number: _____
Division: _____ Fax Number: _____
Address: _____ E-mail Address: _____
City, State, Zip: _____ Web Site Address: _____
Customer Number/Account # for MSU: _____ Certifications (i.e., DUNS): _____

Purchase Orders and Requests for Quotations Address Remittance/Checks/Payments Address
Company Name: _____ Company Name on Invoice: _____
Address: _____ Address: _____
City, State, Zip: _____ City, State, Zip: _____

Payment Terms: 2% 10 Net 30 1% 10 Net 30 Net 30 Net 20 Do you require a hard copy of verbal orders? Yes No
Other: _____ (please circle one) The University uses a purchasing card for transaction less than \$2,500.00. Does your firm accept Mastercard? Yes No

Shipping Terms (check one): Vendor is a:
 FOB Destination (Vendor Truck, Parcel Carrier, Common Carrier) Dealership Distributor Manufacturer
 FOB Destination Freight Collect
 FOB Shipping Point Freight Collect
 Other: _____ Other: _____

For Reporting Purposes Only

51% Controlled & Operated: (check all applicable)
 Minority Owned (If Minority Owned, enter % of ownership → → →
 Woman Owned (W)
 Small Business (S)
 Handicapped (Z)

Enter % of Minority Ownership
 African/Black American owned (B)
 Asian Indian American Owned (A)
 Asian-Pacific American Owned (P)
 Hispanic American Owned (H)
 Native American Owned (N)

Commodity(s): _____

For fax or mail returns, please sign.

Signature: _____ Title: _____ Date: _____

We would appreciate your enclosing a copy of your price list, product description literature or other material that will explain your products and services.

FOR MSU USE ONLY
Buyer: _____ PO #: _____ Vendor #: _____

Our unit plans to receive services from a contractor or supplier/company with which an employee has a relationship. In order to assist in disclosing this information, I am providing the following conflict of interest (COI) information:

1. Name of department:
2. Name of contractor:
3. Name of employee whose relationship with the contractor creates the conflict:
4. Type of relationship the employee noted above has with our department: No relationship with the department that initiated the contract Is an employee of the department or unit No direct employment relationship with the department but works closely with the department as an employee of the university in the following manner:
5. Description of the services being procured:
6. Provide the details of the transaction, which include the duration of the contract, if a contract is awarded, and the financial terms of the transaction:
7. Explanation of the business needs for this service:

The individual with the conflict should **not** participate in any way with the selection of the service or supplier/contractor or be involved in the awarding of the business. This includes but is not limited to:

- Suggesting the service for which they have a conflict
- Participating in the evaluation of the alternative purchase options
- Participating in the decision process to procure
- Participating in the contracting for funding of the procurement decision
- Participating in the supervision or acceptance of the service purchased
- Developing or participating in the development of product specifications or scope of service

- Agree; the individual with the conflict of interest was not and will not in any way as outlined above be involved in the procurement of the services
- Disagree; the individual was/will be involved in the following way and we are requesting an exception to allow for this purchase because the involvement was absolutely essential for the following reason (include what controls were in place to ensure that others reviewed the decision-making). **Explain:**

The individual is required to adhere to the Faculty Handbook regarding "Conflict of Interest in Employment."

Note: The completion of this form does not constitute approval of this COI purchase. The MSU Purchasing Department has the discretion to determine whether the justification provided in this document is sufficient to submit this requested transaction to the Board of Trustees for approval.

Signature of Requestor:	Date:
Printed Name:	
Signature of Dean or Vice President (Required):	Date:
Printed Name:	
Title:	

FARM TO MSU

The Agreement formed by this written document, signed by both parties, constitutes the entire agreement between the parties with respect to the matters covered herein and there are no oral understandings or agreements with respect thereto. No variation or modification of this agreement and no waiver of its provisions shall be valid unless it is in writing and signed by the duly authorized officers of the Firm and Michigan State University.

DATE: _____

Firm Name: _____

By (Signed): _____

By (Printed): _____

Title: _____

ACCEPTANCE

The signatures by Michigan State University constitute the acceptance of the agreement between Michigan State University and the Firm.

 Debbie A. Jenks
 Procurement Coordinator
 Food Stores

 DATE ACCEPTED

 Todd J. Loeffler
 Procurement Coordinator
 Food Stores

 DATE ACCEPTED

 Marta M. Mittermaier
 RHS Support Services Manager
 Food Stores

 DATE ACCEPTED

FARM TO MSU

The Agreement formed by this written document, signed by both parties, constitutes the entire agreement between the parties with respect to the matters covered herein and there are no oral understandings or agreements with respect thereto. No variation or modification of this agreement and no waiver of its provisions shall be valid unless it is in writing and signed by the duly authorized officers of the Firm and Michigan State University.

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Firm Name: _____

By (Signed): _____

By (Printed): _____

Title: _____

ACCEPTANCE

The signatures by Michigan State University constitute the acceptance of the agreement between Michigan State University and the Firm.

Debbie A. Jenks
Procurement Coordinator
Food Stores

DATE ACCEPTED

Todd J. Loeffler
Procurement Coordinator
Food Stores

DATE ACCEPTED

Marta M. Mittermaier
RHS Support Services Manager
Food Stores

DATE ACCEPTED



Residential and Hospitality Support Services

MSU Bakers - Food Stores

Vision Statement

Exceptional people providing exceptional services to the University community.

Mission Statement

The MSU Bakers and Food Stores Team Members are committed to enhancing the student experience by providing quality, valued products and exceptional services to the University community.

Value Statement

- *Deliver Outstanding Spartan Experiences* in our daily activities.
- Support cooperative efforts throughout the organization and recognize individual's talents and creativity.
- Conduct business in a professional and ethical manner.
- Manage resources effectively to assure sound financial growth.
- Continue to broaden our awareness of environmental, economic, political, social, and cultural resources, both local and global, in support of our future generations' ability to maintain a sustainable life.

Adopted August 12, 2007
Revised June 22, 2010

PRINCIPLES AND STANDARDS OF ETHICAL SUPPLY MANAGEMENT CONDUCT



INTEGRITY IN YOUR DECISIONS AND ACTIONS
VALUE FOR YOUR EMPLOYER
LOYALTY TO YOUR PROFESSION

From these principles are derived the ISM standards of supply management conduct:

STANDARDS

- 1. IMPROPRIETY.** Prevent the intent and appearance of unethical or compromising conduct in relationships, actions and communications.
- 2. CONFLICT OF INTEREST.** Ensure that any personal, business and other activities do not conflict with the lawful interests of your employer.
- 3. INFLUENCE.** Avoid behaviors or actions that may negatively influence, or appear to influence, supply management decisions.
- 4. RESPONSIBILITIES TO YOUR EMPLOYER.** Uphold fiduciary and other responsibilities using reasonable care and granted authority to deliver value to your employer.
- 5. SUPPLIER AND CUSTOMER RELATIONSHIPS.** Promote positive supplier and customer relationships.
- 6. SUSTAINABILITY AND SOCIAL RESPONSIBILITY.** Champion social responsibility and sustainability practices in supply management.
- 7. CONFIDENTIAL AND PROPRIETARY INFORMATION.** Protect confidential and proprietary information.
- 8. RECIPROCITY.** Avoid improper reciprocal agreements.
- 9. APPLICABLE LAWS, REGULATIONS AND TRADE AGREEMENTS.** Know and obey the letter and spirit of laws, regulations and trade agreements applicable to supply management.
- 10. PROFESSIONAL COMPETENCE.** Develop skills, expand knowledge and conduct business that demonstrates competence and promotes the supply management profession.

Adopted 5/2012

Addendum C: Be Spartan Green

“BE SPARTAN GREEN”

Procurement Terms and Conditions
Language for Contracts and Letters of Agreement
Updated July 1, 2012

- ALL
 - Michigan State University is committed to the principles of environmental stewardship. To this end, the following information is intended to help vendors determine how their products and services can best meet MSU’s commitment.
 - Michigan State University encourages its vendors who use packing materials to use such materials that can be recycled by MSU once the shipment has been delivered to the end user. For example, loose fill made from cornstarch or similar material, where practical, is preferred. If polystyrene peanuts must be used, a product with a high percentage of post-consumer content is desired. Vendors are to keep MSU informed of future sustainable developments in packing materials.
- FIXED EQUIPMENT
 - MSU prefers to work with suppliers with take-back programs for packaging material and/or end-of-life cycle product. List and describe any take-back programs in place at your company. Blanket wrapping is preferred.
- FIXED EQUIPMENT – PAPER – CHEMICAL
 - Michigan State University attempts to purchase acceptable products with a third party certification or that meet the standards a third party and certification programs. Identify any products that have industry approved certification labels such as Energy Star (www.energystar.gov) or Green Seal (www.greenseal.org) or certification from the Forestry Stewardship Council (sss.fsc.org) or similar group (in Canada, oee.nrcan.gc.ca).
- ALL
 - MSU is committed to providing business opportunities to suppliers who meet product standards while using pre-consumer and post-consumer waste in their products. When suppliers respond to requests for quotation or proposals, it is requested that they list percentages of recycled material in their products as well as the benefits of their products or services with regard to environmental impact or the affect on the waste stream.
 - Additional information on campus sustainability or environmental stewardship at Michigan State University can be found at the following locations: www.ecofoot.msu.edu/ or www.bespartangreen.msu.edu/. The Purchasing website is available at www.purchasing.msu.edu/.
- MSU requests indication of the supplier’s in-place procedures in order to establish that Sanitation Performance Standards, as set forth by the Food Safety and Inspection Service (FSIS), are met or exceeded.
- Recycling and issues relating to source reduction are important concerns of the University. The University expects the firm to contribute to MSU’s recycling efforts. Firms are asked to state their ability to contribute to the University’s effort to reduce, reuse, and recycle.
- Firms are asked to state their established programs that are utilized to enhance source reduction in its facilities, in purchasing products with reduced packaging, container exchange packaging, and carbon emission reduction protocol.
- MSU prefers that the firm’s culture and business support sustainable environmental practices. Firms are requested to provide supporting documentation of sustainability initiatives.
- Firms are asked to provide documentation supporting the integration of Human Rights through the procurement of products.
- Firms must supply in-place Terrorist Analysis and Critical Control point (TACCP) program information to ensure non-bioterrorist adulteration of products in the supply chain to Michigan State University (i.e. ingredients, finished goods, packaging, transportation, etc.)
- Firms must explain how animal welfare is maintained (i.e. raising environment, method of slaughter, etc. or cage size, number of birds per cage, number of birds per barn, debeaking, etc.)
- As a commitment towards environmental principles, MSU desires to work with companies that utilize recycling, reuse of materials, and the use of environmentally friendly materials such as corn based shrink wrap.

LOCAL AND REGIONAL FOODS AND SUPPLIES

AT MICHIGAN STATE UNIVERSITY

Addendum D: Local and Regional Foods & Supplies at Michigan State University

MICHIGAN

Abbott's Meats	Eisenga Farm	Lipari	Royal Farms
American Bakery	El Milagro	Litehouse Foods	Royal Meats
Amoy	Elegance Distributors	LorAnne Oils	S. Abraham & Sons
Ariake	Ellis Cleaning	Maat Farm	Sanders
Arnies Bakeries	Elzinga/Hoeksema	Malt O Meal Co.	Saranac Foods
Arvco Food Pkg. Products	Fabri-Kal	Mama LaRosa	Savory Foods
Aseltine	Ferris Nut	Mama Mucci	Scheur Farm
Aunt Mid Produce	Flatout	Marco's Pizza	Setas Produce Company, LLC
Auntie Em	Frito Lay	McKee Bakery	Smuckers
Bangor Blueberry Co-Op	General Mills	Meijer	SSJ Marketing
Bareman's Dairy	Germack Nut Company	Melting Moments	Stafford Smith
Besteman JA Co.	Gielow Pickle	Metropolitan Bakery	Star of the West
Boar's Head	Goodrich Market	Michigan Battery Equipment	Stone Circle Bakehouse
Bolthouse Growers	Gordon Food Service	Michigan Coffee & Tea Service Co	Sunbelt
Bosco Pizza Company	Gourmet International	Michigan Electro Freeze Inc.	Superior Foods
Breadsmith	Graceland Fruits	Michigan Sharpening Services	Supply Pro
Bremer Sugar & Dist.	Grainger	Michigan State University Bakers	Swagath Indian Cuisine
Bunzl/Papercraft Michigan	Grand Rapids Popcorn	Michigan State University Dairy	Sygma
Burnette Foods	Great Lakes Gourmet	Michigan Sugar	Sysco Food Services
Butterball	Great Lakes Hotel	Michigan Turkey Producers	Taylor Equipment
Byron Center Meats	Groeb Farms	Midwest Food Equipment	TLC Tomatoes
Canada Dry	Handy Wacks	Milano Baking Co.	United Deli & Meats
Cateraid	Hanover's	Miller Ice Sculptures	US Food Service
Cedar Valley Farms	Hastays Greenhouses	Modern Mushroom Sales Co.	VanDyke Farms
Chef Pierre	Hebrew National	Mol Farm	VanSolkema Farm
Cole's Quality Foods	Heeren Bros, Inc.	MSU Student Organic Farm	Victory Farm
Coleman-Wolf	Herkner	National Flavors	Walsma/Lyons
Coloma Frozen Foods	Hobart Sales & Service	Nichol's Paper & Supply	Westwind Milling Company
Country Fresh Dairy	JA Food Service	Northern Lakes Seafood & Meats	Wolverine Packing Co.
Country Mill	Jiffy Chelsea Milling Company	Okemos Shrimp Farm Market	Woody's Oasis
Dart/Solo Cup	Karnut	Paramount Coffee	Young Supply
Dawn Foods	Kellogg Sales Company	Pearson Foods	Zeeland Food Services
Dietrich Orchards	Kent Quality Food	Pellerito Foods	Zenner Farms
Dorothy Dawson's Foods	King Milling	Pepsi Cola	
Dr. Pepper	Knouse Foods	Peterson Farms	
Drakes Batter	Koegel	Pizza Crust Co.	
DU Russel Farm	Kowalski	Popity Popcorn	
DWF of Flint	Kronos	Prairie Farms Dairy	
E.W. Grobbel Sons	Kruger Commodities	Quality Dairy	
Earth Grains	L. Piggot and Girls	R.W. Bakers	
Earthy Delights, Inc.	Lansing Sanitary Supply	Rasch Brothers Apples	
Eastside Deli	Lee Wayne Corp.	Request Foods	
Ebels General Store	Leitz Farm	Riveridge Produce	
Eden Foods	Lesley Elizabeth	Roma Bakery	

LOCAL AND REGIONAL FOODS AND SUPPLIES

AT MICHIGAN STATE UNIVERSITY

ILLINOIS

Allens
AM Manufacturing Company
Bunn Equipment
Center Plate Development Company
DPI Specialty Foods
Grecian Delight Company
Hesco
Kraft North American
Pactiv Containers
The Hillshire Brands Company
Vitality Food Service

OHIO

Advance Foods
Bakemark/Great Lakes
Belton, Inc.
Bob Evans Farms, Inc.
Coca Cola
Freshway Foods
Hall China
Heinz, H.J.
Hertzel
Hobart
Hunt's
Marzetti, T.
Minors/Nestle
Proctor & Gamble
Smucker
Unger Baking Supplies

INDIANA

Carbon's Golden Malted
ConAgra
Farmland Foods
Indian Harvest
Keebler
Maple Leaf
Miller Poultry
Red Gold
Sugar Foods
United Natural Foods
Wick's Pies

WISCONSIN

Bush Brothers
Jelly Belly Candy Co.
Johnsonville Sausage
Jones Dairy Farms
McCain Foods
Ventura Foods



CULINARY SERVICES
RESIDENTIAL AND HOSPITALITY SERVICES

MICHIGAN STATE
UNIVERSITY