Program Scope
The Department of Administration, Purchasing Division has established a new Statewide Prime Vendor Food and Food Supplies Contract to provide a source for foodservice, in conjunction with cooperative contracts offered by Sourcewell. This is a convenience contract that may be used by state departments, agencies, higher education institutions, non-mandatory state agencies and other eligible entities, for a prime vendor food program to include at least 80% of facility food purchases on an ongoing basis.

Contract Information
- Follows USF/Vizient Agreement
- Stocking requirement – 3 cases per week VMA and 5 cases/week non-VMA
- Minimum Order - $600
- Credit Terms - assigned following USF review
- Fuel surcharge – None at this time
- Order via US Foods Online e-commerce
- Contract includes 1% admin fee in % markup
- Delivery Schedule-established by US Foods based on service capabilities by market.

Agency Participation Requirements:
#112917-USF follows the USF/Vizient Agreement
Allow 2-4 weeks to establish a customer number and then locations must provide US Foods with purchase history or line-item product needs and quantities before a shipping date can be established. US Foods will determine the shipping start date based on product availability and service requirements.

Provide delivery address:
Delivery location must be rostered under Vizient program for Agency to participate. Provide name and delivery address(s) and USF will initiate the process to roster the location.

Payment Information:
Delivery address and payment address and contact information is also required to create a customer number. US Foods will provide a payment information form for this requirement.

Information needed to initiate process:
New account information form which includes, Estimated annual volume $$, and Deliveries per week requested? Product purchase history item and quantities can be submitted separately.

US Foods Contacts:
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Please complete the: State of NV-New Account Information excel document to initiate the new account process and submit to randy.bair@usfoods.com