

# CALPIA Food Order Submission User Guide





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Enter <u>https://foodordersubmission.calpia.ca.gov</u> into your browser. A first-time user will need to register. It is not necessary to share a login as any approved user for a selected customer name is taken to a page housing all the same data. Click on the 'Don't have account?' link or 'Register' in the black band.

Login information can be saved by checking the 'Remember Me' box the next time the user logs in.

ALPA Home Dow	wnload User Guide
	Login
	Password
	Remember Me Don't have account? Forgot Password?

Upon initial customer registration, users will need to provide their name, username, customer, email, and a secured password. All sections are required before proceeding. A user can register for multiple locations by clicking on a customer name, holding down the control key and clicking on additional customer names. The password criteria are shown below in red.

		Register Passwords must be at least 6 characters. Passwords must have at least one non alphanumeric character. Deswords must have at least one lower must be
Register Name	Register Name	<ul> <li>Passwords must have at least one lowercase (a ~ 2).</li> <li>Passwords must have at least one uppercase (A ~ 2).</li> <li>An error occurred while processing your request.</li> <li>Please try again. If problem continues contact</li> </ul>
	PAM WILLIAMS	customerservice@calpia.ca.gov
Username	Username	Name
	PWMultiUser	PAM WILLIAMS
Customer * Ctrl+Click to select multiple	Customer * Ctrl+Click to select multiple	Username
(ASH) ATASCADERO STATE HOSPITAL (ASP) AVENAL (CAC) CA CITY STATE PRISON (CAL) CALIPATRIA STATE PRIS (CCC) CA CONSERVATION CORPS - SAN LUIS OBISPO (CCC) CA CONSERVATION CORPS - SAN LUIS OBISPO (CCC) CA CORRECTIONAL INST (CCC) CA CORRECTIONAL INST (CCC) CA CORRECTIONAL INST (CCC) CA CORRECTIONAL INST (CCW) CENTRAL CA WOMEN'S FAC (CCWF) CENTRAL CA WOMEN'S FAC - MEDICAL (CEN) CENTINELA (CHCF) CA HEALTH CARE FACILITY (CIM) CA INST FOR MEN (CIM) CA INST FOR MEN - MEDICAL	(CIM) CA INST FOR MEN (CIM) CA INST FOR WEN - MEDICAL (CIW) CA INST FOR WOMEN (CIW) CA INST FOR WOMEN - MEDICAL (CMC) CA MEN'S COLONY - EAST (CMC) CA MEN'S COLONY - WEST (CMC) CA MEN'S COLONY - MEDICAL (CMF) CA MEDICAL FACILITY (CMF) CA MEDICAL FACILITY (COR) CORCORAN (COR) CORCORAN (COR) CORCORAN	PWMultiUser Customer C(IM) CA INST FOR MEN C(IM) CA INST FOR MEN - MEDICAL C(IW) CA INST FOR WOMEN - MEDICAL C(IW) CA INST FOR WOMEN - MEDICAL C(IW) CA INST FOR WOMEN - MEDICAL C(IW) CA MEN'S COLONY - MEDICAL C(IMC) CA MEN'S COLONY - MEDICAL C(IMC) CA MEN'S COLONY - MEDICAL C(IMC) CA MEDICAL FACILITY C(IMC) CA MEDICAL FACILITY - MEDICAL C(IMC) CA MEDICAL FACILITY - MEDICAL C(IMC) CA CORCORAN C(COR) CORCORAN C(COR) CORCORAN - MEDICAL C(ICRC) CA CHABILITATION CENTER CONSTRUCTION
		Email
Password	Password	pam.williams@calpia.ca.gov Password
Confirm Password	Confirm Password	Confirm Password
Have account? Register	Have account? Register	Have account? Register

Select the blue 'Register' button to continue.

### NOTE:

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If the user does not find their department within the 'Customer' list, please contact customerservice@calpia.ca.gov to be added.

If you are a registered user and change locations or need to add locations, please contact customerservice@calpia.ca.gov to update your ordering location.

### Selecting a Customer / Enterprise / Quarter

On the 'Home' screen, select the drop-down arrow to open the customer, enterprises and quarters available for scheduling. Each quarter will identify a date range it will be available for submission.

Select the blue 'Begin' button to continue.

		Welcome	
Welcome		This is the Food Order Submission. Select the enter quarter to submit a Food Order schedule.	prise and
This is the Food Order Submission. Select the en	nterprise and	Customer (ASP) AVENAL	~
quarter to submit a rood order sched	uie.	Enterprice	
tomer		Select an enterprise	~
ect a customer	~	Select an enterprise	-
ect a customer		BAKERY	
SH) ATASCADERO STATE HOSPITAL		BEVERAGE PACKAGING	
SP) AVENAL		COFFEE	
C) CA CITY STATE PRISON		DAIRY	
ert a quarter	~	EGGS	
er a quarter		FOOD PACKAGING	
Begin		MEAT CUTTING	
		POULTRY	
Welcome		Welcome	
the Food Order Submission. Select the enterprise an quarter to submit a Food Order schedule.	d	This is the Food Order Submission. Select the e quarter to submit a Food Order scher	enterprise and dule.
omer		Customer	
') AVENAL	·	(ASP) AVENAL	```
orise			
JLTRY	·	Enterprise	
ter		POULTRY	`
ect a quarter		Quarter	
ect a quarter		FY24/25 Q3 (Open 11/04/2024 - 04/01/2025)	
24/25 Q2 (Closed)			
24/25 Q3 (Open 11/04/2024 - 04/01/2025)		Begin	
121/2F 01/00 02/10/202F 05/20/202F			

(ASP) AVENAL	~
nterprise	
Select an enterprise	~
Select an enterprise	
BAKERY	
BEVERAGE PACKAGING	
COFFEE	
DAIRY	
EGGS	
FOOD PACKAGING	
MEAT CUTTING	
POULTRY	

quarter to submit a Food Order schedule.		
ner		
) AVENAL	~	
rise		
LTRY	~	
r		
/25 Q3 (Open 11/04/2024 - 04/01/2025)	~ )	
Begin		

The complete entry of your delivery schedule will be found on this one screen within four separate tabs.

# Submission Information / Purchase Order Information / Delivery Submissions / Product Deliveries

Submission Information			
Customer: (ASP) AVENAL Enterprise: POULTRY Delivery Schedule Minimum Notification: 1 Quarter: FY24/25 Q4	Status: New Submit Date Submit User Revise Date: Revise User:	2	Submit SCHEDULE to CALPIA
Purchase Order Information			
PO # PR # Uploaded Forms		Notes Enter Notes to CALPIA	,
File Name	Туре	Date Added	
Form Type	Choose File No file chosen		Unlead
Delivery Submissions	STRATE THE THE CRAFE		
Delivery Submissions Date Submitted	File I	Name	User
Delivery Submissions Date Submitted Product Deliveries	File 1	Vame	User
Delivery Submissions       Date Submitted       Product Deliveries       Product #: 256500.0020       Description: CHXHNQT,50LB/CS,6-150Z	UOM: LB 50 lb/cs Delivery Increments: 50	Name Quantity Ordered:	User Add Product To Delivery
Delivery Submissions         Date Submitted         Product Deliveries         Product #: 256500.0020         Description: CHX;HNQT,50LB/CS,6-150Z         Product #: 256600.0010         Description: CHX;BNLS;DARK;CUBE;60LB/CS	File 1 UOM: LB 50 lb/cs Delivery Increments: 50 UOM: LB 60 lb/cs Delivery Increments: 60	Name Quantity Ordered: Quantity Ordered:	User Add Product To Delivery Add Product To Delivery
SELECT       *         Delivery Submissions         Date Submitted         Product Deliveries         Product #: 256500.0020         Description: CHXHNQT,50LB/CS,6-150Z         Product #: 256600.0010         Description: CHX,BNLS,DARK,CUBE,60LB/CS         Product #: 256600.0031         Description: CHX,BRST,FRMD,40LB/CS,4 0Z	File 1 UOM: LB 50 lb/cs Delivery Increments: 50 UOM: LB 50 lb/cs Delivery Increments: 60 UOM: LB 50 lb/cs Delivery Increments: 50 UOM: LB 50 lb/cs Delivery Increments: 50	Name Quantity Ordered: Quantity Ordered: Quantity Ordered:	User  Add Product To Delivery  Add Product To Delivery  Add Product To Delivery

Confirm all the submission information (Customer/Enterprise/Quarter) is correct. Please note the 'Delivery Schedule Minimum Notification' requirement listed for the selected enterprise.

Submission Information		
Customer: (ASP) AVENAL Enterprise: POULTRY	Status: New Submit Date:	Submit SCHEDULE to CALPIA
Delivery Schedule Minimum Notification: 10	Subline Osci.	
Quarter: FY24/25 Q4	Revise Date: Revise User:	

In the Purchase Order Information tab, enter PO # and upload a copy of the PO if available. If a PO # isn't available, but a PR # is, please add the number and document if available.

Purchase Order Information			
PO #		Notes	
		Enter Notes to CALPIA	
PR #			
Uploaded Forms			
File Name	Туре	Date Added	
Form Type			
SELECT ~	Choose File No file chosen	Upload	1

To upload a document, use the drop-down menu for 'Form Type' and select from the options. Click on 'Choose File' to select from users saved documents.

Form Type				
SELECT ~	Choose File	No file chosen		Upload
SELECT				
Purchase Order				
Purchase Order Amendment				
Purchase Requisition			File Name	

A new window will appear. Select the document to be uploaded, click 'open'.

⇒ •	🔨 🛧 📜 « FOOD ORDER SU	IBMISSIONS (FOS) > FOS TESTING	✓ 💆 Search FO	S TESTING	
ganize 🔻	<ul> <li>New folder</li> </ul>			•== •	
1	Name	Date modified	Туре		
	🏂 test poultry document	10/18/2024 2:24 PM	Adobe Acrobat	t Document	

The selected document will appear in the field next to 'Choose File'. If this is the correct document, click the blue 'Upload' button.

PO # Notes PR # Enter Notes to CALPIA Uploaded Forms File Name Type Date Added Form Type Purchase Order v Choose File test poultry document.pdf Upload	Purchase Order Information			
PR #     Enter Notes to CALPIA       Uploaded Forms     File Name       File Name     Type       Date Added       Form Type       Purchase Order         Purchase Order         Upload	PO #		Notes	
PR # Uploaded Forms File Name Type Date Added Form Type Purchase Order  Choose File test poultry document.pdf Upload Upload			Enter Notes to CALPIA	
Uploaded Forms File Name Type Date Added Form Type Purchase Order   Choose File test poultry document.pdf Upload	PR #			
Uploaded Forms       File Name     Type     Date Added       Form Type       Purchase Order <ul> <li>Choose File</li> <li>test poultry document.pdf</li> <li>Upload</li> </ul>				17
File Name     Type     Date Added       Form Type       Purchase Order <ul> <li>Choose File</li> <li>test poultry document.pdf</li> <li>Upload</li> </ul>	Uploaded Forms			
Form Type Purchase Order   Choose File test poultry document.pdf Upload Upload	File Name	Туре	Date Added	
Purchase Order         V         Choose File         test poultry document.pdf         Upload	Form Type			
No file coloriani	Purchase Order ~	Choose File test poultry document.pdf		Upload
No me selected.	No file selected.			

The user will receive 'Purchasing document submitted successfully!' under 'Form Type' and will see the added document under 'File Name'. A copy can be obtained by selecting the document download icon located on the same line. If the wrong document was added, click the trash can icon next to the document download icon.

Uploaded Forms						
File Name				Туре	Date Added	
(ASP) AVENAL POULTRY FY	(24/25 Q4			PO	2/13/2025	<b>*</b> 🖻
Form Type						
Purchase Order	~	Choose File	test poultry document.pdf			Upload
Purchasing document subm	itted successfull	y!				

If the document is deleted, a prompt confirming deletion is displayed. We highly discourage previously submitted purchasing documents from being deleted.

Uploaded Forms			
File Name	Туре	Date Added	
(ASP) AVENAL POULTRY FY24/25 Q2	Delete Attachment	× 2024	<b>2</b> 🖻
Form Type SELECT × Choo	Are you sure you want to delete this attachment?		Upload
Delivery Submissions	Cancel	Delete	

Copies of all delivery schedules submitted will be automatically saved and recorded in the 'Delivery Schedule' tab as read only. These schedules cannot be revised or deleted and are for reference only.

Delivery Submissions			
Date Submitted	File Name	User	
10/24/2024, 07:56:12 AM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
10/24/2024, 08:21:57 AM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
10/24/2024, 11:59:53 AM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	<u>*</u>
10/24/2024, 02:51:40 PM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
11/01/2024, 02:03:02 PM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
11/01/2024, 02:38:22 PM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
11/01/2024, 02:38:42 PM	(ASP) AVENAL POULTRY FY24_25 Q2	PAM WILLIAMS	*
11/02/2024, 09:00:47 PM	(ASP) AVENAL POULTRY FY24_25 Q2	pam.williams@calpia.ca.gov	*

## Creating the Delivery Schedule

The 'Product Deliveries' tab is the list of available products within the enterprise available for scheduling. When minimized, the tab will show the item #, description, UOM, required delivery increments and the quantity ordered. Select 'Add Product To Delivery' button to open the calendar.

Product Deliveries			
Product #: 256500.0020 Description: CHX,HNQT,50LB/CS,6-150Z	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery
Product #: 256600.0010 Description: CHX,BNLS,DARK,CUBE,60LB/CS,PLN	UOM: LB 60 lb/cs Delivery Increments: 60	Quantity Ordered:	Add Product To Delivery
Product #: 256600.1000 Description: CHX,BRST,B/S-LESS,50LB/CS,4-6OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery
Product #: 256600.0031 Description: CHX,BRST,FRMD,40LB/CS,4 OZ,BRTH	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery

Once expanded, the available customer delivery days will be shown for selection. Clicking on the first date of entry, the user can tab through the entire calendar to add quantities.

Product Deliveries			
Product #: 256500.0020 Description: CHX,HNQT,50LB/CS,6-15OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 0	Add Product To Delivery
January	February	March	
Wed	Wed	Wed	
1/1	2/5	3/5	
1/8	2/12	3/12	
1/15	2/19	3/19	
1/22	2/26	3/26	
1/29	Month Total: 0	Month Total: 0	
Month Total: 0			

At the bottom of each month, a total will populate with the quantities that are entered. At the same time, the 'Quantity Ordered' will update with a total for the entire quarter. Click on the 'Add Product to Delivery' button to minimize the product tab. All tabs can remain open if desired.

oduct #: 256500.0020 scription: CHX,HNQT,50LB/CS,6-15OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3550	Add Product To Delivery
January	February	March	
Wed	Wed	Wed	
1/1 350	2/5	3/5 100	
1/8 350	2/12 700	3/12 600	
1/15 <b>450</b>	2/19 250	3/19	
1/22	2/26	3/26 750	
1/29	Month Total: 950	Month Total: 1450	

If the product tab is minimized, the overall quantity will still be displayed. This will allow the user to see which products have already been input.

Product Deliveries			
Product #: 256500.0020 Description: CHX,HNQT,50LB/CS,6-150Z	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3550	Add Product To Delivery
Product #: 256600.0010 Description: CHX,BNLS,DARK,CUBE,60LB/CS,PLN	UOM: LB 60 lb/cs Delivery Increments: 60	Quantity Ordered:	Add Product To Delivery
Product #: 256600.1000 Description: CHX,BRST,B/S-LESS,50LB/CS,4-60Z	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery
Product #: 256600.0031 Description: CHX,BRST,FRMD,40LB/CS,4 OZ,BRTH	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery

If the user attempts to enter a quantity that is not correct for the 'Delivery Increments' noted for that item, the quantity will not be added to either the monthly or quarter total. See example below on 2/26.

oduct #: 256500.0020 scription: CHX,HNQT,50LB/CS,6-15OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3550	Add Product To Delivery
January	February	March	
Wed	Wed	Wed	
1/1 350	2/5	3/5 100	
1/8 350	2/12 700	3/12 600	
1/15 <b>450</b>	2/19 250	3/19	
1/22	2/26 330	¢ 3/26 750	
1/29	Month Total: 950	Month Total: 1450	)
Month Total: 1150			

An 'Error!' message will appear on the screen as soon as the user tabs/clicks out of the date with the incorrect quantity increment, providing direction on what needs to be done to correct. The quantity must be corrected before continuing.

duct #: 256500.0 scription: CHX,H	020 NQT,50LB/CS,6-15OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 2350	Add Product To Delivery
October		Error!	🗴 cembe	r
Wed	Thu			Thu
10/2	10/3	This product is delivered in multiple requested delivery to be a multiple	es of 50, please update your 4 of 50	12/5
10/9	10/10		0k )	12/12
10/16	10/17	1020	18	12/19
10/23	10/24	11/27 300	1/28	12/26 1050
	10/31	Month Total: 350	Month Total: 200	0

Once all entries have been completed, the minimized product tabs can be viewed for quick reference in either completing a purchase requisition or purchase order.

Product Deliveries			
Product #: 256500.0020 Description: CHX,HNQT,50LB/CS,6-15OZ	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3550	Add Product To Delivery
Product #: 256600.0010 Description: CHX,BNLS,DARK,CUBE,60LB/CS,PLN	UOM: LB 60 lb/cs Delivery Increments: 60	Quantity Ordered: 3360	Add Product To Delivery
Product #: 256600.1000 Description: CHX,BRST,B/S-LESS,50LB/CS,4-60Z	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3850	Add Product To Delivery
Product #: 256600.0031 Description: CHX,BRST,FRMD,40LB/CS,4 OZ,BRTH	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered:	Add Product To Delivery

Submitting the Delivery Schedule

If the user is not ready to proceed with submitting the delivery schedule to CALPIA, they can log out using the 'Logout' option in the black band at the top of the screen. The data will be saved for them or any other approved user in the department.

When the user logs in, they will be taken directly to the 'Home' screen where they can select a the same or a different customer, the Enterprise and Quarter to make a change or to submit a delivery schedule.

Welcome	
This is the Food Order Submission. Select the enterprise quarter to submit a Food Order schedule.	e and
Customer	
(ASP) AVENAL	~
Enterprise Select an enterprise	~
Quarter	
Select a quarter	~
Begin	

While the schedule is saved, it has not been submitted to CALPIA. The user must click the blue 'Submit **SCHEDULE** to CALPIA' button located in the 'Submission Information' tab, on the top right. This button is ONLY used to submit the new or revised delivery schedule. Do not click 'Submit **SCHEDULE** to CALPIA' when adding purchasing documents.

Submission Information				
Customer: (CIW) CA INST FOR WOMEN		Status: New		Submit SCHEDULE
Enterprise: POULTRY		Submit Date:		to CALPIA
Delivery Schedule Minimum Notification: 1	0	Submit User:		
Quarter: FY24/25 Q4		Revise Date: Revise User:		
Purchase Order Information				
PO #			Notes	
			Enter Notes to CALPIA	
PR#				
Uploaded Forms				
File Name		Туре	Date Added	
Form Type				
SELECT	Choose File	No file chosen		Upload
Delivery Submissions				
Date Submitted		File N	ame	User
Product Deliveries				
Product #: 256500.0020 Description: CHX,HNQT,50LB/CS,6-15OZ		UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 3700	Add Product To Delivery
Product #: 256600.0010 Description: CHX,BNLS,DARK,CUBE,60LB/C:	S,PLN	UOM: LB 60 lb/cs Delivery Increments: 60	Quantity Ordered:	Add Product To Delivery
Product #: 256600,0031 Description: CHX,BRST,FRMD,40LB/CS,4 OZ	Z,BRTH	UOM: LB 50 lb/cs Delivery Increments: 50	Quantity Ordered: 1550	Add Product To Delivery

Once submitted, a new screen will appear displaying the confirmation of receipt. If the purchase order has been attached, the quarterly submission is complete. If the purchase order is pending, an approved user from the department must login and attach a copy for processing by CALPIA.

Submission Information					
Customer: (ASP) AVENAL	Status: Revised				
Enterprise: POULTRY	Submit Date: 10/18/2024 12:41:19 PM				
Delivery Schedule Minimum Notification: 10	Submit User:				
Quarter FV24/25 Q2	Revise Date: 11/22/2024 9:07:40 AM				
Quarter: r124/25 Q3	Revise User: pam.williams@calpia.ca.gov				
Thank you for submitting your delivery schedule!					
If you have any urgent questions or need further assistance, feel free to reach out to our customer support team at customerservice@calpia.ca.gov or call us at (916) 358-2733.					
Download Confirmation					

03.01.25-FOS User Guide.V3

Downloading a copy of the Delivery Schedule

Users can download a copy of the submitted delivery schedule by clicking on the blue 'Download Confirmation' button.



A printable, read only copy of the delivery schedule is now available. It can be conveniently shared with Procurement to assist in completing a purchase order for submission, with the warehouse for confirming shipments, or nutritional department team members, and various kitchen staff for a record of incoming shipments. The print layout and paper size may need to be adjusted depending on the amount of delivery days selected.

Please ensure all appropriate staff members have the most current delivery schedule. You can find the Schedule Date in the upper left-hand corner of this copy.

	CALPIA POULTR	Y DELIV	ERY SC	HEDUL	E		
Schedule Date:	10/24/2024						
Customer:	(ASP) AVENAL	FY/Qtr:	FY24/25 Q2	PR#:			
				PO#:	TEST PO #		
Notes:							
		Noven	nber				
Item #	Description	Fac	11/6/2024	11/13/2024	11/20/2024	11/27/2024	Total
256500.0020	CHX,HNQT,50LB/CS,6-15OZ			50		300	350
256600.0010	CHX, BNLS, DARK, CUBE, 60LB/CS, PLN			240		480	720
256600.1000	CHX,BRST,B/S-LESS,50LB/CS,4-6OZ		500	1050		750	2300
256600.0031	CHX, BRST, FRMD, 40LB/CS, 4 OZ, BRTH				400		400
		Decem	nber				
Item #	Description	Fac	12/4/2024	12/11/2024	12/18/2024	12/26/2024	Total
256500.0020	CHX, HNQT, 50LB/CS, 6-15OZ		450	500		1050	2000
256600.0010	CHX, BNLS, DARK, CUBE, 60LB/CS, PLN		600	720	900	2100	4320
256600.1000	CHX,BRST,B/S-LESS,50LB/CS,4-6OZ		1550	850	1250	3050	6700
256600.0031	CHX, BRST, FRMD, 40LB/CS, 4 OZ, BRTH		600		800	1200	2600
		TOTALS					
Item #	Description	Fac	November	December		TOTAL	
256500.0020	CHX, HNQT, 50LB/CS, 6-15OZ		350	2000		2350	
256600.0010	CHX, BNLS, DARK, CUBE, 60LB/CS, PLN		720	4320		5040	
256600.1000	CHX,BRST,B/S-LESS,50LB/CS,4-6OZ		2300	6700		9000	
256600.0031	CHX, BRST, FRMD, 40LB/CS, 4 OZ, BRTH		400	2600		3000	

The submitted schedule will now be listed under the 'Delivery Submissions' tab for future reference. A copy can also be downloaded here by clicking on the document download icon on the same line to the far right of the document.

Delivery Submissions			
Date Submitted	File Name	User	
11/08/2024, 09:11:20 AM	(ASP) AVENAL POULTRY FY24_25 Q3	pam.williams@calpia.ca.gov	*

A delivery schedule that has been revised, will include a section at the bottom named 'CHANGES FROM PRIOR SUBMISSION'. All changes made to the prior submission will be listed by item # and will include quantity changes to specific delivery days.

GALPAA

# CALPIA POULTRY DELIVERY SCHEDULE

FY/Qtr: FY24/25 Q3

PR#:

PO#:

 Schedule Date:
 2/13/2025 11:33:32 AM

 Customer:
 (ASP) AVENAL

 User:
 pam.williams@calpia.ca.gov

aarontest

Notes:

JANUARY Item # Description 1/1/2025 1/8/2025 1/15/2025 1/22/2025 Total Fac 256500.0020 CHX, HNQT, 50LB/CS, 6-15OZ ASP 50 50 CHX, BNLS, DARK, CUBE, 60LB/CS, PLN 256600.0010 ASP 480 960 1440 256600.1000 CHX,BRST,B/S-LESS,50LB/CS,4-6OZ ASP 500 550 1050 FEBRUARY 2/5/2025 2/12/2025 2/19/2025 2/26/2025 Item # Description Fac Total 256500.0020 CHX,HNQT,50LB/CS,6-15OZ ASP 50 50 256600.0010 CHX, BNLS, DARK, CUBE, 60LB/CS, PLN ASP 360 360 256600.1000 CHX,BRST,B/S-LESS,50LB/CS,4-60Z 1200 ASP 600 1800 MARCH Item # Description Fac 3/5/2025 3/12/2025 3/19/2025 3/26/2025 Total 256500.0020 CHX,HNQT,50LB/CS,6-15OZ ASP 750 250 200 300 256600.0010 CHX, BNLS, DARK, CUBE, 60LB/CS, PLN ASP 1200 540 1080 720 3540 256600.0031 CHX,BRST,FRMD,40LB/CS,4 OZ,BRTH ASP 5000 8000 50 13150 100 256600.1000 CHX,BRST,B/S-LESS,50LB/CS,4-6OZ ASP 150 850 150 1150 TOTALS TOTAL Item # Description Fac January February March 256500.0020 CHX,HNQT,50LB/CS,6-150Z ASP 50 50 750 850 256600.0010 CHX, BNLS, DARK, CUBE, 60LB/CS, PLN ASP 1440 5340 360 3540 256600.0031 CHX,BRST,FRMD,40LB/CS,4 OZ,BRTH ASP 13150 13150 256600.1000 CHX,BRST,B/S-LESS,50LB/CS,4-6OZ 1050 1800 1150 4000 ΔSP CHANGES FROM PRIOR SUBMISSION Product 256500.0020 has increased from 0 to 250 for 3/5/2025 Product 256500.0020 has increased from 0 to 200 for 3/12/2025 Product 256600.0010 has increased from 540 to 1200 for 3/5/2025

Product 256600.0010 has increased from 540 to 1080 for 3/19/2025 Product 256500.0020 has been added with a quantity of 300 for 3/19/2025

### Scheduling a New Enterprise

If the user is ready to create a new delivery schedule for a different enterprise, select the 'Home' option in the black band at the top of the screen.

Hello PWuserASP! Logout

The user will be taken directly to the 'Home' screen to begin the process again by selecting a customer, enterprise and quarter from the drop-down list.

Welcome				
This is the Food Order Submission. Select the enterprise quarter to submit a Food Order schedule.	e and			
Customer				
(ASP) AVENAL	~			
Enterprise Select an enterprise	~			
Quarter				
Begin	·			