Outline

- The Team for Dairy, Grain & Oilseed Products
- FAR Overview
- 2-Day Requirement for NLT Waiver Submissions
- Bidding to Port vs Final Destination
- Changes and Improvements 2017
- Language Changes (GovDelivery) FY2018
- Other Upcoming Changes for FY2018
Dairy, Grain and Oilseeds Team
Dairy Grain and Oilseeds Team

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• Section Supervisor
Dairy Grain and Oilseeds Team

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• Contracting Officer  
  – Dairy, Grain & Oilseed Products  
  – Multifood Warehouses

• Contract Specialist for  
  – Pancakes & Tortillas
Dairy, Grain and Oilseed Team

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• Contracting Officer
  – Crackers; Pancakes; Tortillas;

• Contract Specialist for
  – Pasta Products
  – Cereal-Fortified Ready-to-Eat
  – Macaroni & Cheese
Dairy Grain and Oilseeds Team

Trevor Wilson  816-926-1564
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• Cheese-Process & Natural American
• Butter

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• Cheese-Mozzarella
• String Cheese
Dairy, Grain and Oilseeds

Mara Whitaker  816-926-6063
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- Bakery Flour Mix & Instant Nonfat Dry Milk (AbilityOne)
- Cereal-Processed (Oatmeal, Farina)
- Corn Products (Cornmeal, Grits)
- Raw Shelled Peanuts
- Rice
- Wild rice (Traditional Native American Food-Farm Bill Initiative)
Dairy Grain and Oilseeds Team

Clyde King    816-926-2610
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- Flour-Bakery & Wheat
- Milk-Evaporated & UHT

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- Peanut Products
- Sunflower Seed Butter
- Vegetable Oil
- Crackers
Dairy Grain and Oilseeds Team

Helen Rivera       816-926-6619

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Procurement Technician

- GovDelivery Notices
- Federal Business Opportunities (FBO) Notices
- Domestic Invoices
- Other technical support
THE FAR – A Brief Overview
FAR Overview

• Federal Acquisition Regulation (FAR)
  – the principal set of rules in the Federal Acquisition Regulation System. The FAR System governs the "acquisition process" by which executive agencies of the United States federal government acquire (i.e., purchase or lease) goods and services by contract with appropriated funds.
FAR Overview

• Basics:
  – Divided into 53 parts

• The FAR ensures government purchasing procedures are conducted in a standard, consistent, fair, and impartial manner
FAR Overview

• US government contracts differ from commercial contracts, primarily due to federal mandates related to:
  – Appropriations Law (funding)
  – Small Business Requirements (set asides)
  – Competition Requirements
  – Prompt Pay
  – Labor Laws
  – FDA Food Safety Modernization Act (FSMA)
  – Food Defense Audits
  – Buy American (U.S. Origin)
FAR clauses in the Master Solicitation

• Quality Assurance

52.212-4(a) and 52-212-4(a)(1) *Inspection and Acceptance*

• “... the Government reserves the right to inspect in all cases.”
• FAR 46.102(d) [Agencies shall ensure that--] “No contract precludes the Government from performing inspection”.
• With commercial items terms, and we are encouraged to rely on the contractor’s QC systems. Because of the criticality of food to our mission, we also require Food Defense Audits and Higher Level Inspection Clause (with elements of ISO Quality Management).
• In the future we would look at adding the GFSI, BRC, and other widely accepted inspection regimes to this clause.
FAR Overview

- AMS Mission presents unique challenges
  - Product availability are subject to unpredictable weather conditions, competing demand
    - Timing is critical
    - Funding always an issue
  - Our recipients are unique
    - Children
    - Needy families
  - Food Safety and Health concerns are paramount
    - Nutrition
2-Day Requirement for NLT Waiver Submissions

• Master Solicitation for Commodity Procurements, Section C. Additional Clauses, 4A52.211-1 Compensation for Delays in Delivery (page 20)
  – Sets a due date of **2 working days after the scheduled NLT delivery date** for submission of waiver requests to extend the NLT delivery date for extensions that are outside of the control of the contractor
2-Day Requirement for NLT Waiver Submissions

4A52.211-1 Compensation for Delays in Delivery
(a) If a Contractor determines that it will not be able to deliver the commodity by the Not-Later-Than (NLT) delivery date, the Contractor shall notify the Contracting Officer immediately. If the reason for not meeting the NLT delivery date is beyond the control or negligence of the Contractor, the Contractor is required to submit a waiver request within 2 working days after the scheduled NLT delivery date. Failure to submit a waiver request within the time specified will result in liquidated damages being assessed. Waiver requests submitted after the time specified will not be accepted. See clause 52.211-11, of the Master Solicitation.
(b) If a Contractor delivered a product and the product is rejected, the Contractor shall deliver an acceptable replacement product prior to the end of the NLT delivery date and liquidated damages will not be assessed. However, if the replacement product will be delivered beyond the NLT delivery date, liquidated damages will be assessed.
(c) When deliveries are made by contract carrier or vendor’s own vehicle, the date shown on the signed commercial bill of lading will be considered the date of delivery.
(End of clause)
2-Day Requirement for NLT Extension Requests
(aka NLT “Waiver” Submissions)

• First and foremost: Tell us if a shipment will be late!
• Send in any NLT date extension requests within 2 days of missed delivery due (only ask if circumstances causing the delay are outside of your control)
• If the new NLT delivery dates are unknown, send the request with “TBD” listed as the new delivery dates
  – The request will be on-hold until you know the new delivery dates.
• Do not invoice until the contract has been modified to reflect the new NLT date
Bidding to Port vs Final Destination

- Vendors are not required to bid to Final Destination for Offshore Shipments (e.g., Hawaii, Guam, Puerto Rico, Virgin Islands)
  - Each Offshore location has a Port of Export to bid to

- Instructions for bidding to port are available on the AMS Website at:
  - www.ams.usda.gov/selling-food/wbscm
Bidding to Port vs Final Destination

Web-Based Supply Chain Management (WBSCM)

Web-Based Supply Chain Management (WBSCM) is a fully integrated, web-based ordering and procurement system. All federal food and commodity orders, solicitations, offers, awards, deliveries, invoices, and payments occur in WBSCM, and all business partners in the commodity program are required to use this system.

Training Options

Online Training: AMS encourages all new users to take advantage of this on-line training resource. The training site is only available from 12:00 pm Monday through 12:00 p.m. Friday (Eastern Time). To request access to the external training site, send an e-mail with your full name, e-mail address, and company name to wbscmmashelpdesk@ams.usda.gov. A new request must be submitted for each week the user wishes to practice in the training environment.

Instructor-Led Training: AMS provides USDA approved vendors the opportunity to participate in LiveMeeting training sessions focusing on various topics, including: Submitting Offers, Advanced Shipping Notifications.
Bidding to Port vs Final Destination

Step-by-Step Procedures
- Vendor Registration Form
- Checklist for Vendors (pdf)
- Frequently Asked Questions (PDF)
- Corporate Vendor Administrator Roles and Responsibilities (PDF)
- The Process Vendor Flow (PDF)
- NEW Long Procurement Number Description (PDF)
- WBSCM Public Procurement Site (Link)

System Settings
- System - Accessing for the First Time
- System - Recommended Configuration
- System - Verify IE Settings

Creating Reports
- New Purchase Order Item Report (pdf)
- Vendor Business Partner Report (pdf)
- ASN Report (pdf)
- Goods Receipt Report (pdf)
- List of Invoices (pdf)
- List of Purchase Orders (pdf)
- Print Multiple Purchase Orders (pdf)

Pre-Award Processes: Submitting Offers
- Export-Import Procedures (PDF)
- Submitting an Offer on IFB Solicitations (PDF)
- Submitting an Offer on Long-Term/RFP Solicitations (PDF)
- Submitting an 8(a) Offer (PDF)
- Bidding for Florida Pilot Vendors (PDF)
Bidding to Port vs Final Destination

Submitting an Offer on Invitation for Bid Solicitations

Select “Ctrl+Click” to follow links below

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Figure 32. Select the applicable condition: Price Contract/Bid (deliver directly to offshore location or Offshore Port Costs Location-Dependent (FAS Vessel)
### DAIRY, GRAIN, and OILSEED PROCUREMENT SCHEDULE

Solicitation/Procurement Schedule – October 2017 through November 2018

*Schedule is subject to change. Changes will be posted to the internet.*

<table>
<thead>
<tr>
<th>PRODUCT</th>
<th>SOLICITATION ISSUANCE</th>
<th>BIDS DUE</th>
<th>OFFERS AWARDED</th>
<th>PUBLIC RELEASE OF AWARD</th>
<th>DELIVERY PERIODS</th>
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<tbody>
<tr>
<td>Bakery Flour Mix*</td>
<td>10/12/2017</td>
<td>10/24/2017</td>
<td>10/26/2017</td>
<td>10/27/2017</td>
<td>January-March 2018</td>
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<tr>
<td>Corn Products</td>
<td>01/11/2018</td>
<td>01/23/2018</td>
<td>01/25/2018</td>
<td>01/26/2018</td>
<td>April-June 2018</td>
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<td>Crackers</td>
<td>04/05/2018</td>
<td>04/17/2018</td>
<td>04/19/2018</td>
<td>04/20/2018</td>
<td>July-September 2018</td>
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<tr>
<td>Macaroni &amp; Cheese</td>
<td>06/28/2018</td>
<td>07/10/2018</td>
<td>07/12/2018</td>
<td>07/13/2018</td>
<td>October-December 2018</td>
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<tr>
<td>Pasta Products</td>
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<td>Peanut Products</td>
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</tr>
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<tr>
<td>String Cheese</td>
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<td>Sunflower Seed Butter</td>
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</tr>
<tr>
<td>Bakery and Wheat Flour</td>
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<td>10/31/2017</td>
<td>11/02/2017</td>
<td>11/03/2017</td>
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<tr>
<td>Evaporated Milk</td>
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<td>High-Protein Yogurt</td>
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Language Changes (GovDelivery) FY2018

• Changes will go into effect on November 6:
  – New terms (standardizing on FAR terms)
    • *Purchase Announcements* become *Presolicitation Notices*
    • *Bid Awards/Bid Arrays* become *Abstract of Bids*
• Solicitation numbers will include both the—
  WBSCM #     PIID
  200001234    123J14-17-S-001

*WBSCM Public Procurements Page is organized by PIID*
**PIID (Procurement Instrument Identifier) Breakdown**

- Government-wide mandated numbering system
- Each solicitation’s / contract action’s number must remain unique for 20 years

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**Breakdown of a PIID**

<table>
<thead>
<tr>
<th>Position</th>
<th>Contents</th>
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</thead>
<tbody>
<tr>
<td>1-6</td>
<td>Department code/activity address code (AAC)</td>
</tr>
<tr>
<td>7-8</td>
<td>Last two digits of the fiscal year in which the PIID is issued</td>
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<tr>
<td>9</td>
<td>Type of Instrument</td>
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<tr>
<td>10-13</td>
<td>Four position agency assigned number</td>
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```plaintext
123J14 - 17 - S - 0394
```
Language Changes (GovDelivery) FY2018

- Click the link to open the solicitation and view details:
  - E.g., Where to find Set-Asides?
- In the solicitation (click the GovDelivery link to “View Solicitation”)
  - Found in the “Tendering text – Header” section
- On our website: https://www.ams.usda.gov/selling-food

<table>
<thead>
<tr>
<th>ID</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
<th>Files</th>
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<tr>
<td>2000004869</td>
<td>Dry Beans (100378, 100374, 101020, 100380, 100385, 100383, 100382, 110381, 100388, 110066); Set Aside: 8(a) offerings</td>
<td>July 14, 2017</td>
<td>July 28, 2017</td>
<td>Bid Invitation.pdf, PCA Report.pdf</td>
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</table>
Possible Changes for DGO Group

Your thoughts?! 

• Discontinue sending out Abstract of Bids via GovDelivery (fewer emails)
  • Do you read them?! 
• Longer Term Contracts?
• Timing of purchases?
Questions?