

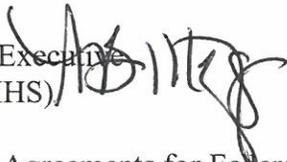


DEPARTMENT OF HEALTH & HUMAN SERVICES

**Office of the Secretary
Washington, D.C. 20201**

MAR 09 2015

TO: Ms Anne Rung, Administrator
Office of Federal Procurement Policy (OFPP)
Office of Management and Budget

FROM: Angela Billups, Ph.D., Senior Procurement Executive
Department, Health and Human Services (HHS) 

SUBJECT: Commitment to using the Blanket Purchase Agreements for Federal Strategic Sourcing Initiative (FSSI) for Janitorial and Sanitation (JAN/SAN) Supplies Purchasing Channel

The U.S. General Services Administration recently awarded 35 Blanket Purchase Agreements (BPA) for the strategic sourcing purchasing of Janitorial and Sanitation (JanSan) and supplies, several of which are multiple awards. The BPAs were awarded to 18 contracting firms, with 15 of those contractors being small business entities. This provides a great opportunity to achieve significant savings and meet Agency-wide socioeconomic goals.

Effective April 1, 2015, all Health and Human Services (HHS) Janitorial and Sanitation (JanSan) supply purchases must be made through the strategic sourcing BPAs.

Under the BPAs, pre-established, discounted pricing has been established. Additional discounts increase as the collective purchases expand across the Federal Government. Through this pricing structure, the BPAs leverage the government's buying power. Additional benefits include:

- Saving money by leveraging government purchase volume to reduce pricing;
- Enabling ease of use by making comparison shopping easier and lowering price variances;
- Supporting socio-economic opportunities;
- Improves efficiency by consolidating contacts;
- Ensuring compliance with applicable regulations, including the AbilityOne Program;
- Fostering markets for sustainable technologies and environmentally preferable products; and
- Simplifying data collection and enhances transparency by enabling agencies to better manage expenditures and measure cost-savings.

The strategic sourcing FSSI Janitorial and Sanitation BPAs are divided into four categories:

- Cleaning Compounds & related Dispensers by 10 BPA contractors and covers products such as disinfectants, degreasers, glass cleaners, laundry and dish detergents, bleach, hand soaps and sanitizers.

- Non- Motorized Cleaning Equipment & Trash Receptacles: provided by 8 of the BPA contractors and covers brooms, mops, brushes, trash receptacles and bags
- Paper Products & Related Dispensers: provided by 9 of the BPA contractors and covers toilet tissue, paper towels, facial tissue and seat liners.
- Motorized Floor Cleaning Equipment & Accessories: provided by 8 of the BPA contractors and covers items such as vacuum cleaners, wet/dry vacs, floor buffers, polishers and burnishers.

HHS government charge card holders will be able to automatically obtain the already negotiated, discounted BPA pricing from any method of purchase including GSA Advantage (www.gsaadvantage.gov), DoD EMall (<https://dod-email.dla.mil>), retail locations and direct to vendor. Ordering information can be found at www.gsa.gov/fssijansan.

Questions about the use of the BPAs should be directed to Linda Alexander-Giles at 202-690-7326, or by e-mail Linda.alexander-giles@hhs.gov



Department of Energy

Washington, DC 20585

March 18, 2015

Ms. Donna J. Peck
Program Manager
Janitorial and Sanitation Supplies
Federal Strategic Sourcing Initiative
General Services Administration
819 Taylor Street, 7A37
Fort Worth, TX 76102-6124

Dear Ms. Peck,

The Department of Energy supports Federal strategic sourcing efforts to lower prices and increase operational efficiencies through the coordination and consolidation of certain acquisition activities across the Federal government. Based on the information we have, we will conditionally commit this Agency to use the Federal Strategic Sourcing Initiative solution for Janitorial & Sanitation supplies and Maintenance, Repair & Operations supplies for our spend in these areas. I will encourage the appropriate policy and management officials within this Agency to analyze the solution and, if it is the best value, to consider implementing this commitment throughout their respective organizations.

If you have any questions or require further information, please contact Christopher Greene, Acting Chief, Strategic Programs Division, at (202) 287-1719.

Sincerely,

A handwritten signature in black ink that reads "Ingrid Kolb". The signature is written in a cursive style with a large, sweeping initial "I".

Ingrid Kolb
Director
Office of Management



**Department of
Veterans Affairs**

Memorandum

Date: MAR 19 2015

From: Deputy Assistant Secretary for Acquisition and Logistics (003A)

Subj: Janitorial and Sanitation Supplies – Mandatory Use Vehicle (VAIQ 7532850)

To: Heads of Contracting Activity

1. The Federal Strategic Sourcing Initiative (FSSI) for Janitorial and Sanitation (Jan-San) supplies, is the General Service Administration’s (GSA) latest FSSI solution. FSSI Jan-San is a purchasing channel solution that will help federal customers achieve significant savings on their Jan-San purchases, while also supporting the nation’s small businesses. GSA has awarded 35 Blanket Purchase Agreements (BPAs) to 18 vendors supporting Jan-San supplies.

2. The GSA BPAs were awarded across four product categories (Cleaning Compounds and Related Dispensers, Non-Motorized Cleaning Equipment and Trash Receptacles, Paper Products and Related Dispensers, Motorized Floor Cleaning Equipment and Accessories) in Jan-San. Some vendors were awarded multiple BPAs across the Jan-San product categories. The period of performance is a base period of one year with four one-year option periods from date of BPA establishment. This solution provides a great opportunity to achieve significant savings and meet sustainable acquisition and other socioeconomic goals.

Maintenance, Repair and Operations Contractor Information		
<i>Contractor Name</i>	<i>Socio-Economic Status</i>	<i>BPA Number</i>
Acuity Specialty Products, Inc. dba Zep Sales and Service	Other Than Small Business	GS-07F-BA385
Ansley Business Materials of Chicago, Inc.	Small Business	GS-07F-BA386
Capitol Supply, Inc.	Small Business	GS-07F-BA387
CAPP, Inc.	Small Business	GS-07F-BA388
Document Imaging Dimensions, Inc	Woman-Owned Small Business	GS-07F-BA390

Subj: Janitorial and Sanitation Supplies – Mandatory Use Vehicle (VAIQ 7532850)

Maintenance, Repair and Operations Contractor Information		
Contractor Name	Socio-Economic Status	BPA Number
Acuity Specialty Products, Inc. dba Zep Sales and Service	Other Than Small Business	GS-07F-BA385
Global Procurement Solutions, Inc.	Service-Disabled Veteran Owned Small Business	GS-07F-BA391
Independent Stationers, Inc.	Small Business	GS-07F-BA389
Noble Supply & Logistics	Woman-Owned Small Business	GS-07F-BA394
Premier & Companies, Inc.	Small Business	GS-07F-BA396
Shelby Distributions, Inc.	Service-Disabled Veteran Owned Small Business	GS-07F-BA400
Staples Advantage dba Staples	Other than Small Business	GS-07F-BA401
Sterling Business Machines, Inc.	Woman-Owned Small Business	GS-07F-BA392
Supplies Now, Inc.	Small Business	GS-07F-BA407
The Office Group, Inc. dba Stephens Office Supply	Woman-Owned Small Business	GS-07F-BA393
TSRC, Inc.	Woman-Owned Small Business	GS-07F-BA395
W.W. Grainger, Inc.	Other Than Small Business	GS-07F-BA397
WECsys LLC	Small Business	GS-07F-BA398
Wrigglesworth Enterprises, Inc.	Woman-Owned Small Business	GS-07F-BA399

The aforementioned BPAs are mandatory use contracting vehicles for the seventeen commodities that were standardized by the Veterans Health Administration (see attached).

Page 3.

Subj: Janitorial and Sanitation Supplies – Mandatory Use Vehicle (VAIQ 7532850)

3. GSA has developed a comprehensive Quick Guide, which is available at:
[http://www.gsa.gov/portal/mediaId/198083/fileName/JANSAN_PC_QuickGuide_\(Aug_14_2014\).action](http://www.gsa.gov/portal/mediaId/198083/fileName/JANSAN_PC_QuickGuide_(Aug_14_2014).action).

The GSA Quick Guide will assist VA's requiring offices when ordering Jan-San supplies against the established BPAs. Contracting Officers can place orders against these BPAs by following the GSA procedures as detailed in the Quick Guide. Each BPA has an ordering threshold of \$150,000, over this amount customers are encouraged to compete for additional discounts. Each of the BPAs has a minimum purchase requirement of \$100. Contractors may impose a service fee for orders below \$100. VA customers are not authorized to purchase through the DoD EMALL.

4. Should you have any questions regarding these BPAs, contact the GSA Contracting Officer, Ms. Jamila Buchanan, at: jamila.buchanan@gsa.gov.



Jan R. Frye

Attachment

Blanket Purchase Agreements are mandatory use contracting vehicles. Veterans Health Administration standardized the seventeen commodities below.

GSA Categories	Commodity/VHA Requirements
Paper Products and Related Dispensers	1. Toilet Paper 2. Paper Towels
Cleaning Compounds and Related Dispensers	3. EPA Registered, Bleach Chemical Cleaning Solution
Motorized Floor Cleaning Equipment and Accessories	4. Floor Scrubbers (Walk Behind) 5. Floor Scrubbers (Riding)
Motorized Floor Cleaning Equipment and Accessories	6. Floor Machines (Low Speed Burnishers)
Motorized Floor Cleaning Equipment and Accessories	7. Carpet Extractors
Cleaning Compounds and Related Dispensers	8. Air Fresheners and Dispensers
Cleaning Compounds and Related Dispensers	9. Aroma Therapy Products
Motorized Floor Cleaning Equipment and Accessories	10. Wet Vacuums
Motorized Floor Cleaning Equipment and Accessories	11. Vacuums (Regular) 12. Vacuums (Backpacks)
Cleaning Compounds and Related Dispensers	13. Touchless Bathroom Cleaning System
Non-Motorized Cleaning Equipment and Trash Receptacles	14. Baby Changing Stations
Non-Motorized Cleaning Equipment and Trash Receptacles	15. Trash Cans
Non-Motorized Cleaning Equipment and Trash Receptacles	16. Recycling Containers
Paper Products and Related Dispensers	17. Toilet Seat Covers

Office of Acquisition and Logistics (003A)
March 2015