

**Department of  
Veterans Affairs**

# Memorandum

Date: **NOV 02 2015**

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

Subj: Re-instatement of the Mandatory Use Memorandum Supporting FSSI JanSan  
(VAIQ 7532850)

To: VA Heads of Contracting Activity

1. Reference my memorandum dated April 27, 2015, regarding the temporary suspension of the mandatory use provisions associated with the General Services Administration (GSA) Federal Strategic Sourcing Initiative (FSSI) for janitorial and sanitation (JanSan) supplies. The suspension was put in place due to a legal challenge filed in the Court of Federal Claims (COFC). The legal challenge has been resolved.

2. Effective immediately, the suspension of the mandatory use provision pertaining to the limited set of items that the Veterans Health Administration (VHA) has identified as standardized for use across the VHA is hereby revoked, and the mandatory use provision relating to the list of standardized items is reinstated. A copy of the mandatory use memorandum, dated April 10, 2015, is attached.

3. On average, blanket purchase agreements (BPAs) awarded as part of GSA's FSSI JanSan solution provide discounted prices that are 15.9 percent lower than standard government pricing. Although use of the BPAs is mandatory only for the VHA mandated items, the BPAs should be used to the maximum extent possible consistent with mission requirements. By leveraging the Department's spend against these BPAs, VA contracting professionals saved approximately \$1 million dollars in fiscal year (FY) 2015. Increasing our usage of these mandatory BPAs can potentially double those annual savings in FY 2016 and beyond.

4. If you have any questions pertaining to FSSI JanSan, please contact Ms. Arita Tillman, Portfolio Manager, Logistics Policy and Supply Chain Management Service, at (202) 632-5779, or [arita.tillman@va.gov](mailto:arita.tillman@va.gov).



Jan R. Frye

Attachment

**Department of  
Veterans Affairs**

**Memorandum**

Date: APR 10 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. This memorandum supersedes the previous memorandum dated March 19, 2015. 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.

<b>Janitorial and Sanitation - Contractor Information</b>		
<b><i>Contractor Name</i></b>	<b><i>Socio-Economic Status</i></b>	<b><i>BPA Number</i></b>
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

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<b>Janitorial and Sanitation - Contractor Information</b>		
<b>Contractor Name</b>	<b>Socio-Economic Status</b>	<b>BPA Number</b>
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
Wigglesworth 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).

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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](mailto:jamila.buchanan@gsa.gov).



Jan R. Frye

Attachment

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

<b>GSA Categories</b>	<b>Commodity/VHA Requirements</b>
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